

# PHA Plans

5 Year Plan for Fiscal Years 2001 - 2006

Annual Plan for Fiscal Year 2001 (Version 3)

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

RESIDENT ADVISORY BOARD  
Mercer County Housing Authority

This Resident Advisory Board has been named “TAG” . It was re-organized on February 16, 2000.

Membership: TAG Team Members: Sept. 26, 2001

Beverly Garner, 128 Spearman Avenue, Farrell	724-342-6237 (work: 342-4039)
Belinda Hailey, 316 Mesabi Street, Sharon	724-342-6505
Paula Hampton, 327 George St., Sharon	724-981-2089
Donna Hawkins, 313 Quinby St., Sharon	724-346-1789
Wilhelmina Scott Hawkins, 826 Wallis, Sharon	724-981-6958 (work:342-8998)
Sharon Ivey, 315 Mesabi Street, Sharon	724-981-1580 (work:342-4099)
Emily Novell, 7 Maple Dr., Greenville	724-646-3314 (work: 588-3445)
Iris Robinson, 43 Shenango St., Sharpsville	724-962-0770
Tanya Rushwin, 3758 E. State St., Hermitage	724-981-3833
Leigh Ann Shirley, 10 Maple Dr., Greenville	724-646-1072
Barbara Short, 361 E. Connelly Blvd., Sharon	724-981-4567 (work: 983-1508)
Peggy Speir, 9 Maple Drive, Greenville	724-646-1094
Monica Williams, 403 Emerson Ave., Farrell	724-342-0973

Officers – Sep.2001 – Aug. 2002:

President – Sharon Ivey  
Vice President – Paula Hampton  
Secretary-Treasurer – Iris Robinson

The “TAG” Team held their Annual Meeting on September 26, 2001 and elected the officers noted above. Ten members were present. Among other items, subjects discussed were the Site-Based Waiting Lists, Homeownership Plan draft and related changes made to the Occupancy Policies.

On October 25, 2001, MCHA held a Public Hearing for the Agency Plan Revision at 10:00 AM. Three TAG Members attended at the Public Hearing. Also attending were three other residents, MCHA Staff and Mayor William Morocco of the city of Farrell, PA. The Agency Plan Revision was presented and reviewed; and the following comments arose, discussed, and presented to the MCHA Board of Commissioners at a Special Board Meeting at Noon on October 25, 2001. No additional Board action was taken.

**AGENCY PLAN REVISION – FISCAL YEAR 7/1/01**  
**SUMMARY OF COMMENTS GIVEN AT PUBLIC HEARING HELD**  
AT MERCER COUNTY HOUSING AUTHORITY CONFERENCE ROOM  
10:00 AM, OCTOBER 25, 2001

A Public Hearing, relative to the Agency Plan Revision for Plan Year 7/1/01 was held at the Mercer County Housing Authority Conference Room, 80 Jefferson Avenue, Sharon, PA, at 10:00 AM on October 25, 2001.

All residents and especially residents of Steel City Terrace Extension (Hope VI Project), Farrell, PA were notified of the meeting through a letter distributed on October 15, 2001 and Publication of Legal Notice of the meeting was made in THE HERALD of Sharon, Pa. on October 22, 2001. Also, special letters of invitation were mailed to the MCHA Board & Staff Members; and City and County Officials.

Attending the meeting were: Six residents, the Mayor of Farrell, Sharon Herald News Reporter, and MCHA Staff. A listing of attendees attached.

Ms. Virginia M. Filer (acting in the absence of Mr. Boosel) greeted participants and thanked them for their attendance, and made introductions of attendees. She also reviewed the purpose of the meeting.

Ms. Filer noted that October 25<sup>th</sup> (today) is the end of the 45-review period for the submission of these revisions to HUD; and that written comments would be received until noon today. At 2:00 PM today, MCHA Board Members will hold a Special Meeting to review written comments received and to change the revision if necessary or to adopt the revision as presented.

REVIEW OF REVISIONS:

Mr. Frank Gargiulo, Hope VI Coordinator, was introduced. Frank presented revisions affecting the Hope VI Program for Project PA 20-2, the Hope VI site; that included the creation of a Site Based Waiting List and a more detailed draft of the Homeownership Plan. Frank told attendees of number of possible available homes, both on site and immediately off site, and reviewed incomes levels and other requirements of potential homeowners. Although not revisions to the Plan, Frank also discussed the Authority's present status of other Hope VI components, namely, the Disposition Plan, Section 8 Housing Choice Vouchers for revitalization, and the proposed Relocation Plan.

Virginia Filer discussed the study (initial assessment) from public housing to tenant-based housing that the Dept. of Housing & Urban Development requires each housing authority to complete.

VERBAL COMMENTS RECEIVED DURING MEETING:

**SUBJECT: SITE BASED WAITING LIST FOR STEEL CITY TERRACE EXTENSION, FARRELL:**

Mayor Morocco of Farrell: I understand that the current residents have priority to move in, but am happy that others can apply on this specific waiting list.

\*\*\*\*\*

**SUBJECT: MORE DETAILED DRAFT OF HOMEOWNERSHIP PLAN FOR HOPE VI SITE:**

Monica Williams, Farrell: Felt the Homeownership Plan was not focusing on those residents who live there. Concerned they will not be eligible for these homes. Ask if Section 8 Vouchers could be used and was interested to know if residents would have enough time to meet the requirements by the time the homes were built.

Reply: Plan direction is that at least five (5) public housing residents will be capable of accessing homeownership. An in-house study revealed that there are those in public housing who can be ready for homeownership when houses are completed. But, it will be a long process for some and shorter for others. MCHA is developing a Section 8 Vouchers for Homeownership plan.

Barbara Short, Sharon: Am interested in the interest rate and timetable. Will homes or rental units be available first? Can a resident live in a rental unit and then buy a home?

Reply: Frank reviewed various funding sources available. He feels the onsite H/O units will be built in about 2004. But, rental units will be done first. A resident can conceivably rent a unit and then move up into a home purchase.

\* \* \* \* \*

**SUBJECT: SECTION 8 VOUCHERS:**

Betty Simmons, Farrell: Concerned about housing availability for tenants finding landlords locally to use Section 8 vouchers. Asked Mayor Morocco what the City is doing to provide housing.

Reply: Frank Gargiulo answered that this was not the City's problem. The Housing Authority through their non-profit, Community Homebuyers, Inc., has been purchasing homes and MCHA would be the actual landlord. Other properties will be secured through Hope VI. MCHA is making efforts to locate those available units. A Relocation Specialist will assist residents in locating rental units.

\* \* \* \*

**SUBJECT: RELOCATION PLAN**

Mayor Morocco, City of Farrell: As the Plan does not require residents to remain at the site, can you tell me more about what job training plans you have to give residents a reason to remain.

Reply: HUD has approved our acquisition of properties; and we encourage residents to participate in training opportunities in construction, office work, computer-generated drafting, and industrial jobs. It will also include training and assistance in creating small businesses. MCHA has been working with local unions, and have one general contractor has set up a training vehicle on which we are awaiting HUD approval.

Monica Williams, Farrell: Asked Mayor to explain his feelings of the benefits to the City of Farrell. Is this for Farrell residents or is the for the benefit of the Hope VI program? How will Minority businesses benefit?

Mayor's reply: General community appearance, nicer environment for both visitors and residents, new facilities for Farrell public housing residents, greater resident self sufficiency, improved City infrastructure and use of City real estate- it signifies a community re-birth. Farrell is exploring all avenues to retain our residents. Increased tax income will be realized because the Developer will manage the housing. MCHA will help move toward greater amounts of minority businesses in the area. He feels it is a "Win-Win" situation.

**WRITTEN COMMENTS RECEIVED-AGENCY PLAN REVISION-  
OCTOBER 25, 2001**

Written Comment – Barbara Short, 361 E. Connelly Blvd., Sharon, PA 16146:

On Site Based Waiting List:

"I feel it is a good idea. It gives other people a chance to move into HOPE VI."

On Homeownership Plan:

"I want to learn more about this. Good idea."

\*\*\*\*\*



**PHA Plan  
Agency Identification**

**PHA Name:** Mercer County Housing Authority

**PHA Number:** PA020

**PHA Fiscal Year Beginning: (mm/yyyy)** 07/2001

**Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)**

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

**Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)





**5-YEAR PLAN**  
**PHA FISCAL YEARS 2001 - 2006**  
[24 CFR Part 903.5]

**A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

XX The PHA's mission is: (state mission here)

Mercer County Housing Authority is an innovative and proactive public agency dedicated to effectively providing opportunities for self-sufficiency through quality, safe, and affordable communities for all of Mercer County.

**B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

**HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

☐ PHA Goal: Expand the supply of assisted housing

Objectives:

- ☐ Apply for additional rental vouchers:
- ☐ Reduce public housing vacancies:
- ☐ Leverage private or other public funds to create additional housing opportunities:
- ☐ Acquire or build units or developments
- ☐ Other (list below)

☐ PHA Goal: Improve the quality of assisted housing

Objectives:

- ☐ Improve public housing management: (PHAS score)
- ☐ Improve voucher management: (SEMAP score)
- ☐ Increase customer satisfaction:
- ☐ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)

- ☐ Renovate or modernize public housing units:
- ☐ Demolish or dispose of obsolete public housing:
- ☐ Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☐ Other: (list below)

- ☐ PHA Goal: Increase assisted housing choices

Objectives:

- ☐ Provide voucher mobility counseling:
- ☐ Conduct outreach efforts to potential voucher landlords
- ☐ Increase voucher payment standards
- ☐ Implement voucher homeownership program:
- ☐ Implement public housing or other homeownership programs:
- ☐ Implement public housing site-based waiting lists:
- ☐ Convert public housing to vouchers:
- ☐ Other: (list below)

#### **HUD Strategic Goal: Improve community quality of life and economic vitality**

- ☐ PHA Goal: Provide an improved living environment

Objectives:

- ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- ☐ Implement public housing security improvements:
- ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- ☐ Other: (list below)

#### **HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

- ☐ PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- ☐ Increase the number and percentage of employed persons in assisted families:
- ☐ Provide or attract supportive services to improve assistance recipients' employability:

- ☐ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☐ Other: (list below)

**HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

- ☐ PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
  - ☐ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
  - ☐ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
  - ☐ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
  - ☐ Other: (list below)

**Other PHA Goals and Objectives: (list below)**

**MERCER COUNTY HOUSING AUTHORITY – STRATEGIC GOALS AND PROGRESS REPORT.**

**SEE Attachment N – filename: pa020n03**

**Annual PHA Plan**  
**PHA Fiscal Year 2001**

[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

**Streamlined Plan:**

- ☐ **High Performing PHA**  
☐ **Small Agency (<250 Public Housing Units)**  
☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

**Mercer County Housing Authority will explore methods to increase the affordable housing for extremely low income/very low income/low income/working poor/persons with disabilities/elderly and homeless families. Move ahead with HOPE VI award for Steel City Terrace awarded 7/26/00. Capital Fund #501-01 (Yr. 2001) will be used for Hope VI at Steel City Terrace. Details at attachments filename: (Annual Statement) pa020b02; (Five Year Plan) pa020c02; and (Hope VI) pa020d02 in the Table Library.**

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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### Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

#### Required Attachments:

- ☒ a. Admissions Policy for Deconcentration - Att. A- filename: pa020a02
- ☒ b. FY 2001 Capital Fund Program Annual Statement - Att. B - filename: pa020b02 and Performance & Evaluation Reports
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

#### Optional Attachments:

- ☒ c. FY 2001 Capital Fund Program 5 Year Action Plan – Att. C - filename: pa020c02
- ☒ d. Hope VI Narrative – Att.D– filename: pa020d03
- ☒ e. PHA Management Organizational Chart – Att. E - filename: pa020e02
- ☒ f. Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) – Att. F - filename: pa020f03
- ☒ Other (List below, providing each attachment name)
  - g. Significant Amend/modification or Substantial Deviation  
Att. G- filename: pa020g02
  - h. Homeownership Program – Att. H- filename: pa020h03
  - i. Public Housing Drug Elim.Pgm (PHDEP) Plan-Att. I - filename: pa020i02
  - j. Community Services Program-Att. J - filename: pa020j02
  - k. Pet Policy- Att. K- filename: pa020k02
  - l. Section 8 Homeownership Capacity Statement-Att L -.filename: pa020l02
  - m. Resident Board Member- Att. M - filename: pa020m02

- n. Strategic Goals and Objectives - Att.N - filename: pa020n03
- o. Site-Based Waiting Lists – Att. O– filename: pa020o03
- p. Voluntary Conversion of Public Housing – Att. P – filename: pa020p03

### Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing	Annual Plan: Rent Determination

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	A & O Policy	
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other	Annual Plan: Community

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	resident services grant) grant program reports	Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	Application for Pa. Keystone Recreation Grant for playground at Mesabi Street community.	Annual plan: Capital needs

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

### **A. Housing Needs of Families in the Jurisdiction/s Served by the PHA**

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Afford- ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Access- ibility</b>	<b>Size</b>	<b>Loca- tion</b>
Income <= 30% of AMI	N/A						
Income >30% but <=50% of AMI	N/A						
Income >50% but <80% of AMI	N/A						
Elderly	N/A						
Families with Disabilities	N/A						
Race/Ethnicity	N/A						
Race/Ethnicity	N/A						
Race/Ethnicity	N/A						
Race/Ethnicity	N/A						



What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s: Commonwealth of Pennsylvania  
Indicate year: 2000-2004
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- ☐ American Housing Survey data  
Indicate year:
- ☒ Other housing market study – P.E.D.A. (Housing Consultant)  
Indicate year: 1998
- ☒ Other sources: (list and indicate year of information)  
Mercer County Comprehensive Plan - 1995-1996  
City of Sharon, PA Consolidated Plan - 2000-2004

## B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	402		(178) 44%
Extremely low income <=30% AMI	375	94%	
Very low income (>30% but <=50% AMI)	27	6%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	299	74%	
Elderly families	67	16%	

Housing Needs of Families on the Waiting List			
Families with Disabilities	61	15%	
Race/ethnicity	280	69%	
Race/ethnicity	121	30%	
Race/ethnicity	1	0%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	166	41%	
2 BR	141	35%	
3 BR	90	22%	
4 BR	5	1%	
5 BR	0	0%	
5+ BR	0	0%	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) <input checked="" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	274		7%
Extremely low income <=30% AMI			
Very low income (>30% but <=50% AMI)	273	99%	
Low income	1	0%	

Housing Needs of Families on the Waiting List			
(>50% but <80% AMI)			
Families with children	165	60%	
Elderly families	9	3%	
Families with Disabilities	101	37%	
Race/ethnicity	99	31.73%	
Race/ethnicity	1	.32%	
Race/ethnicity	174	67.95%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	N/A		
2 BR	N/A		
3 BR	N/A		
4 BR	N/A		
5 BR	N/A		
5+ BR	N/A		
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units
- ☒ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☒ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☒ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☒ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: The Elderly****Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

**Need: Specific Family Types: Families with Disabilities****Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☒ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs****Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- ☐ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☐ Limited availability of sites for assisted housing
- ☒ Extent to which particular housing needs are met by other organizations in the community
- ☐ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☐ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☒ Results of consultation with advocacy groups
- ☐ Other: (list below)

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources:</b>		
<b>Planned Sources and Uses FYE 6/30/02</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2001 grants)</b>		
a) Public Housing Operating Fund	1,935,768	
b) Public Housing Capital Fund	1,537,890	
c) HOPE VI Revitalization	2,253,072	

<b>Financial Resources:</b> <b>Planned Sources and Uses FYE 6/30/02</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
d) HOPE VI Demolition	-0-	
e) Annual Contributions for Section 8 Tenant-Based Assistance	740,819	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	157,018	
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>Shelter Care Plus</b>	52,848	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>	838,960	
<b>4. Other income (list below)</b>		
Interest	88,000	
<b>Miscellaneous</b>	45,000	
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	7,649,375	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

**(1) Eligibility**

- a. When does the PHA verify eligibility for admission to public housing? (select all that apply)
- ☐ When families are within a certain number of being offered a unit: (state number)
- ☒ When families are within a certain time of being offered a unit: (state time)
- ☐ Other: (describe)
- b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?
- ☒ Criminal or Drug-related activity
- ☐ Rental history
- ☒ Housekeeping
- ☐ Other (describe)
- c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

**(2)Waiting List Organization**

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)
- ☒ Community-wide list
- ☐ Sub-jurisdictional lists
- X Site-based waiting lists
- ☐ Other (describe)
- b. Where may interested persons apply for admission to public housing?
- ☒ PHA main administrative office
- ☒ PHA development site management office
- ☐ Other (list below)
- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**
1. How many site-based waiting lists will the PHA operate in the coming year? One  
SEE Attachment – pa020o03



2. ☒ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists? 1
3. ☒ Yes ☐ No: May families be on more than one list simultaneously  
If yes, how many lists? both
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- ☒ PHA main administrative office
  - ☐ All PHA development management offices
  - ☒ Management offices at developments with site-based waiting lists
  - ☐ At the development to which they would like to apply
  - ☐ Other (list below)

### **(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- ☐ One
  - ☐ Two
  - ☒ Three or More
- b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

### **(4) Admissions Preferences**

- a. Income targeting:
- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
- In what circumstances will transfers take precedence over new admissions? (list below)
- ☒ Emergencies
  - ☒ Overhoused

- ☒ Underhoused
- ☒ Medical justification
- ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- ☐ Other: (list below)

c. Preferences

1. ☐ Yes ☒ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans’ families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

1 Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)  
Victims of domestic violence  
Substandard housing  
Homelessness  
High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

#### **(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☒ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☐ At family request for revision
- ☐ Other (list)

#### **(6) Deconcentration and Income Mixing**

*SEE Attachment A - filename: pa020a02.*

a. ☒ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☒ Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

☐ Adoption of site based waiting lists  
If selected, list targeted developments below:

☒ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:

☐ Employing new admission preferences at targeted developments  
If selected, list targeted developments below:

☐ Other (list policies and developments targeted below)

d. ☐ Yes ☒ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts  
☐ List (any applicable) developments below:

## **B. Section 8**

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### **(1) Eligibility**

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☒ Criminal or drug-related activity only to the extent required by law or regulation  
☐ Criminal and drug-related activity, more extensively than required by law or regulation  
☐ More general screening than criminal and drug-related activity (list factors below)  
☐ Other (list below)

b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- ☐ Criminal or drug-related activity  
☐ Other (describe below)

### **(2) Waiting List Organization**

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- ☒ None  
☐ Federal public housing  
☐ Federal moderate rehabilitation  
☐ Federal project-based certificate program  
☐ Other federal or local program (list below)

- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- ☒ PHA main administrative office  
☐ Other (list below)

### **(3) Search Time**

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

By applicant's request for extension.

### **(4) Admissions Preferences**

- a. Income targeting

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

- b. Preferences

1. ☐ Yes ☒ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)  
☐ Victims of domestic violence  
☐ Substandard housing  
☐ Homelessness  
☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability  
☐ Veterans and veterans' families  
☐ Residents who live and/or work in your jurisdiction  
☐ Those enrolled currently in educational, training, or upward mobility programs

- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

1                      Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans’ families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☐ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- ☐ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
- ☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan
- ☒ Briefing sessions and written materials
- ☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☐ Through published notices
- ☒ Other (list below)

Advertisements/postings for Special Purpose Programs

**4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

**A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

**(1) Income Based Rent Policies** Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- ☒ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☐ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)



- ☐ \$0  
☐ \$1-\$25  
☒ \$26-\$50

2. ☒ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

☒ For the earned income of a previously unemployed household member

☐ For increases in earned income

☐ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

☐ For household heads

☐ For other family members

☒ For transportation expenses

☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families

☒ Other (describe below)

Employment taxes

Child care expenses

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

☒ Yes for all developments

☐ Yes but only for some developments

☐ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☒ For all developments
- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- ☒ Fair market rents (FMR)
- ☐ 95<sup>th</sup> percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☒ Any time the family experiences an income increase
- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- ☐ Other (list below)

g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

## **(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☒ The section 8 rent reasonableness study of comparable housing  
☒ Survey of rents listed in local newspaper  
☒ Survey of similar unassisted units in the neighborhood  
☐ Other (list/describe below)

## B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Payment Standards

Describe the voucher payment standards and policies.

- a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR  
☒ 100% of FMR  
☐ Above 100% but at or below 110% of FMR  
☐ Above 110% of FMR (if HUD approved; describe circumstances below)

- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area  
☐ The PHA has chosen to serve additional families by lowering the payment standard  
☐ Reflects market or submarket  
☒ Other (list below)  
At 100% FMR

- c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area  
☐ Reflects market or submarket  
☐ To increase housing options for families  
☒ Other (list below)  
At 100% FMR

- d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually  
☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☐ Success rates of assisted families  
☒ Rent burdens of assisted families  
☐ Other (list below)

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0  
☐ \$1-\$25  
☒ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- ☒ An organization chart showing the PHA's management structure and organization is attached. See Att. E -- filename: pa020e02  
☐ A brief description of the management structure and organization of the PHA follows:

### **B. HUD Programs Under PHA Management**

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	620	195
Section 8 Vouchers	230	60

Section 8 Certificates		
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	2	1
Public Housing Drug Elimination Program (PHDEP)	677	195
AmeriCorps VISTA	677	3
America Reads	55	0
Other Federal Programs(list individually)		
Capital Fund	31	2
HOPE VI Grant	100	20

### **C. Management and Maintenance Policies**

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

Admissions and Continued Occupancy

Automobile Policy

Blood Borne Pathogens & Hazardous Materials Policy

Capitalization Policy

Check Signing Policy

Community Room Policy

\*Criminal Records Management Policy

Disposition Policy

\*Drug-Free Policy

\*Equal Housing Opportunity Policy

Executive Limitations Policy

Investment Policy

Maintenance Plan (w/Pest Prevention & Eradication )Policy

\*Media Policy

\*Personnel Policy

Pet Policy

\*Procurement Policy

\*Public Records Policy

- \*Records Management Policy
- \*Resident Opportunities Policy
- \*Travel Policy
- Trespass and Banning Policy
- (2) Section 8 Management: (list below)
- Administrative Plan for Section 8
- Includes also all policies above marked \*

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

### **A. Public Housing**

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☒ PHA main administrative office
- ☐ PHA development management offices
- ☐ Other (list below)

### **B. Section 8 Tenant-Based Assistance**

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☒ PHA main administrative office
- ☐ Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

### **A. Capital Fund Activities**

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

#### **(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment B: filename: pa020b02.

-or-

☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

#### **(2) Optional 5-Year Action Plan**

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment C, filename: pa020c02

-or-

☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

## B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

SEE Attachment D - filename: pa020d03

- ☒ Yes ☐ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)  
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name: Steel City Terrace Extension
2. Development (project) number: PA 20-2
3. Status of grant: (select the statement that best describes the current status) HOPE VI Grant #PA28URD020I100
  - ☐ Revitalization Plan under development
  - ☒ Revitalization Plan submitted, pending approval
  - ☐ Revitalization Plan approved
  - ☐ Activities pursuant to an approved Revitalization Plan underway

- ☐ Yes ☒ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?  
If yes, list development name/s below:

- ☒ Yes ☐ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?  
If yes, list developments or activities below:  
PA 20-2 Steel City Terrace Extension

- ☒ Yes ☐ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?  
If yes, list developments or activities below:

Application for PennHomes, dated 12/2000, for 0% Loan Funds from Pa. Housing Finance Agency, to develop 10 units of elderly housing and a community building in Borough of Mercer PA.

## 8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.



1. ☒ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

## 2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Steel City Terrace Extension
1b. Development (project) number: PA 20-2
2. Activity type: Demolition <input checked="" type="checkbox"/> Application planned for submission 5/01/01 Disposition <input checked="" type="checkbox"/> Application planned for submission in 2001.
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/> Pending Acceptance of Revitalization Plan. **
4. Date application approved, submitted, or planned for submission: (01/05/01)
5. Number of units affected: 100
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 07/25/2000 b. Projected end date of activity: 07/2005 **Hope Grant approval-7/25/00: Revitalization Plan approval expected 4/01.

## **9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with

disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

## 2. Activity Description

☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## 10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

**A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD  
FY 1996 HUD Appropriations Act**

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

**2. Activity Description**

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No:	Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent

- ☐ Requirements no longer applicable: site now has less than 300 units

☐ Other: (describe below)

See Attachment P – filename: pa020p03

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

Community Homebuyers, Inc., a non-profit affiliate of Mercer County Housing Authority, provides the Homeownership Program. The program is included in full at Attachment H - filename: pa020h03.

**A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☐ Yes ☒ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Homeownership Program for Steel City Terrace Revitalization under Hope VI program.  
SEE Attachment H: filename pa020h03

**Public Housing Homeownership Activity Description**  
**(Complete one for each development affected)**

1a. Development name:
1b. Development (project) number:
2. Federal Program authority:
<input type="checkbox"/> HOPE I
<input type="checkbox"/> 5(h)
<input type="checkbox"/> Turnkey III
<input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)
<input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program
<input type="checkbox"/> Submitted, pending approval
<input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected:
6. Coverage of action: (select one)
<input type="checkbox"/> Part of the development
<input type="checkbox"/> Total development

## B. Section 8 Tenant Based Assistance

1. ☒ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

### 2. Program Description:

#### a. Size of Program

- ☒ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☒ 25 or fewer participants  
☐ 26 - 50 participants  
☐ 51 to 100 participants  
☐ more than 100 participants

#### b. PHA-established eligibility criteria

- ☒ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

Because Criteria is lengthy and requires more room to discuss, it is listed in the "Section 8 Homeownership Capacity Statement" at Attachment L - filename: pa020102.

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C..

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

- ☐ Yes ☒ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

PA Welfare Dept. will not sign agreement.

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals
- ☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☐ Other (describe)

### **B. Services and programs offered to residents and participants**

#### **(1) General**

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☐ Public housing rent determination policies
- ☒ Public housing admissions policies
- ☒ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☒ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation

☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Pa. Business Impact Center</i>	<i>150</i>	<i>Other</i>	<i>PBI Center</i>	<i>Both</i>
Americorps* VISTA	11	Other	All developments	Both
Quinby Street Service Center	25	Other	Quinby St. Svc.Ctr.	Both
Homeownership Counseling	15	Other	CHI, Inc.	Both
Resident Councils	500	Other	Development Office	Public Housing

**(2) Family Self Sufficiency program/s**

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	N/A	
Section 8	N/A	

b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?

If no, list steps the PHA will take below:

### C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- ☒ Informing residents of new policy on admission and reexamination
- ☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☒ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

### D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

Community Service Plan – SEE Attachment J - filename: pa020j02.

## **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

PHDEP Plan – SEE Attachment I - filename: pa020i02.

### A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☒ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☒ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☒ Residents fearful for their safety and/or the safety of their children
- ☒ Observed lower-level crime, vandalism and/or graffiti
- ☒ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)



2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☒ Safety and security survey of residents
- ☒ Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- ☒ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☒ Resident reports
- ☒ PHA employee reports
- ☒ Police reports
- ☒ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

Projects PA 20-2 Steel City Terrace; PA 20-4 Malleable Heights; PA 20-7 Mesabi Street Project; and PA 20-8 Garster Homes in Public Housing; and Patterson Place and Landay Apartments, PA28-8023-003 in Section 8 New Construction units.

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☒ Contracting with outside and/or resident organizations for the provision of crime-and/or drug-prevention activities
- ☒ Crime Prevention Through Environmental Design
- ☒ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☒ Other (describe below)  
Hired Security Chief (part-time) to be liaison to local police departments; and Added Trespass and Banning Policy to permit Police to arrest person for loitering (second offense).

2. Which developments are most affected? (list below)

PA 20-2 Steel City Terrace; PA 20-4 Malleable Heights; PA 20-7 Mesabi Street Project; PA 20-8 Garster Homes(Public Housing); and PA28-8023-003 Patterson Place and Landay Apartments (Sec. 8 New Construction).

**C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☒ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
  - ☒ Police provide crime data to housing authority staff for analysis and action
  - ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
  - ☒ Police regularly testify in and otherwise support eviction cases
  - ☒ Police regularly meet with the PHA management and residents
  - ☒ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
  - ☒ Other activities (list below)
  - X Hired Security Chief (part-time) to be liaison to local police departments; and Added Trespass and Banning Policy to permit Police to arrest person for loitering (second offense).
2. Which developments are most affected? (list below)
- PA 20-2 Steel City Terrace; PA 20-4 Malleable Heights; PA 20-7 Mesabi Street Project; PA 20-8 Garster Homes(Public Housing); and PA28-8023-003 Patterson Place and Landay Apartments (Sec. 8 New Construction).

#### **D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☒ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☒ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- ☒ Yes ☐ No: This PHDEP Plan is at: Attachment Filename: pa020i01.

### **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

SEE Pet Policy at Attachment K - Filename: pa020k02.

### **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

### **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

- 1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
- 2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
- 3. ☐ Yes ☒ No: Were there any findings as the result of that audit?

4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_\_
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☒ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
- ☐ Not applicable
- ☐ Private management
- ☒ Development-based accounting
- ☒ Comprehensive stock assessment
- ☐ Other: (list below)
3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- ☒ Attached at Attachment F – filename: pa020f03.
- ☐ Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
- ☒ Considered comments, but determined that no changes to the PHA Plan were necessary.

☐ The PHA changed portions of the PHA Plan in response to comments

List changes below:

☐ Other: (list below)

## **B. Description of Election process for Residents on the PHA Board**

SEE Attachment M: filename: pa020m02.

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

### **3. Description of Resident Election Process**

#### **a. Nomination of candidates for place on the ballot: (select all that apply)**

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

#### **b. Eligible candidates: (select one)**

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

#### **c. Eligible voters: (select all that apply)**

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

## **C. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

**COMMONWEALTH OF PENNSYLVANIA:**

1. Consolidated Plan jurisdiction: (provide name here)  
Commonwealth of Pennsylvania;
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
  - ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
  - ☐ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
  - ☐ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
    - a. Rehabilitation of existing public housing stock in a manner that is sensitive to the need for accessibility to and visit-ability for persons with disabilities.
    - b. Demolition of obsolete public housing units.
    - c. Conversions of underutilized and less marketable public housing that is conducive to neighborhood revitalization.
    - d. Homeownership incentives for public housing residents.
    - e. Resident initiatives, especially those aimed at promoting the economic self-sufficiency of public housing residents.
    - f. Supportive services, especially those that support the aging in place of senior citizens.
    - g. Requests for additional Section 8 vouchers from HUD.
  - ☐ Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)
  - a. Need for additional affordable housing

**CITY OF SHARON, PENNSYLVANIA**

1. Consolidated Plan jurisdiction: (provide name here)  
City of Sharon, Pennsylvania;
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

- a. Rehabilitation of existing public housing stock in a manner that is sensitive to the need for accessibility to and visitability for persons with disabilities.
- b. Demolition of obsolete public housing units.
- c. Conversions of underutilized and less marketable public housing that is conducive to neighborhood revitalization.
- d. Homeownership incentives for public housing residents.
- e. Resident initiatives, especially those aimed at promoting the economic self-sufficiency of public housing residents.
- f. Supportive services, especially those that support the aging in place of senior citizens.
- g. Requests for additional Section 8 vouchers from HUD.

☐ Other: (list below)

- a. Partnerships with City and Social Services organizations to promote affordable housing for both low- and middle-income families in the City.
- b. Working on elimination and reduction of violent and drug-related crimes.

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

- h. Need for additional affordable housing

#### **MERCER COUNTY, PA – COMPREHENSIVE PLAN**

1. Consolidated Plan jurisdiction: (provide name here)

County of Mercer, Pa. Comprehensive Plan for Livable Communities

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
    - a. Rehabilitation of existing public housing stock in a manner that is sensitive to the need for accessibility to and visitability for persons with disabilities.
    - b. Demolition of obsolete public housing units.
    - c. Conversions of underutilized and less marketable public housing that is conducive to neighborhood revitalization.
    - d. Homeownership incentives for public housing residents.
    - e. Resident initiatives, especially those aimed at promoting the economic self-sufficiency of public housing residents.
    - f. Supportive services, especially those that support the aging in place of senior citizens.
    - g. Requests for additional Section 8 vouchers from HUD.
  - ☐ Other: (list below)
    - a. Partnerships with City and Social Services organizations to promote affordable housing for both low- and middle-income families in the City.
    - b. Working on elimination and reduction of violent and drug-related crimes.
    - c. Promoting Homeownership for both low and middle income families.
4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)
- a. Need for additional affordable housing

#### **D. Other Information Required by HUD**

1. Significant Amendment/Modification or Substantial Deviation.  
SEE Attachment G - filename: pa020g02

### **Attachments**

Use this section to provide any additional attachments referenced in the Plans.

Mercer County Housing Authority

Admissions Policy for Deconcentration (Page 1 of 1)

Component 3, (6) Deconcentration and Income Mixing:

YES    NO    Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

YES    NO    Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

Mercer County Housing Authority has an admissions policy designed to provide for deconcentration of poverty and income-mixing by bringing higher income tenants into lower income projects, and lower income tenants into higher income projects by using Gross Annual Income.

Skipping of families for deconcentration purposes will be uniformly applied until the target threshold is met, and is not considered to be an adverse action to the family.

The Policy will target at least 40% of new admissions to public housing annually as extremely low income families.

Incentives to obtain higher income families are: (1) waiving 50% of security deposit; and (2) allowing occupancy standards of one child per bedroom.

MCHA will use the following steps for admission:

- 1) Annually determine average income of all families in all developments;
- 2) Determine the average income of each building in each family developments;
- 3) Characterize each building as higher or lower income based on above or below the overall average;
- 4) Determine higher income and lower income families on waiting list; and
- 5) When a higher income building unit becomes available, skip families on waiting list to reach a lower income family for placement. When a lower income building unit becomes available, skip families on waiting list to reach a higher income family for placement. Exception to this are homeless families and families who are victims of domestic violence.



CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Mercer County Housing Authority		Grant Type and Number <b>Capital Fund Program Grant No: 501-01</b> <b>Replacement Housing Factor Grant No: 501-01</b>			Federal FY of Grant: 2001
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
<b>1</b>	<b>Total non-CFP Funds</b>	<b>0.</b>			
<b>2</b>	<b>1406 Operations</b>	<b>0.</b>			
<b>3</b>	<b>1408 Management Improvements Soft Costs</b>	<b>30,000.</b>			
	<b>Management Improvements Hard Costs</b>	<b>0.</b>			
<b>4</b>	<b>1410 Administration</b>	<b>61,116.</b>			
<b>5</b>	<b>1411 Audit</b>	<b>0.</b>			
<b>6</b>	<b>1415 Liquidated Damages</b>	<b>0.</b>			
<b>7</b>	<b>1430 Fees and Costs</b>	<b>134,961.</b>			
<b>8</b>	<b>1440 Site Acquisition</b>	<b>0.</b>			
<b>9</b>	<b>1450 Site Improvement</b>	<b>648,387.</b>			
<b>10</b>	<b>1460 Dwelling Structures</b>	<b>216,129.</b>			
<b>11</b>	<b>1465.1 Dwelling Equipment—Nonexpendable</b>	<b>0.</b>			

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Mercer County Housing Authority		Grant Type and Number <b>Capital Fund Program Grant No: 501-01</b> <b>Replacement Housing Factor Grant No: 501-01</b>			Federal FY of Grant: 2001
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
12	1470 Nondwelling Structures	116,129.			
13	1475 Nondwelling Equipment	0.			
14	1485 Demolition	216,129.			
15	1490 Replacement Reserve	0.			
16	1492 Moving to Work Demonstration	0.			
17	1495.1 Relocation Costs	50,000.			
18	1499 Development Activities	0.			
19	1502 Contingency	100,000.			
	Amount of Annual Grant: (sum of lines 2-20)	1,572,851.			
	Amount of line 21 Related to LBP Activities	0.			
	Amount of line 21 Related to Section 504 compliance	0.			
	Amount of line 21 Related to Security –Soft Costs	0.			
	Amount of Line 21 related to Security-- Hard Costs	0.			
	Amount of line 21 Related to Energy Conservation Measures	0.			
	Collateralization Expenses or Debt Service	0.			

Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part II: Supporting Pages

PHA Name: Mercer County Housing Authority		Grant Type and Number Capital Fund Program Grant No: 501-01 Replacement Housing Factor Grant No: 501-01					Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PA 20-2	Staff Training		1460.0		30,000.				
PA 20-2	General Administration, including salaries		1410.0		61,116.				
PA 20-2	Architect, Engineering, other fees		1430.0		134,961.				
PA 20-2	Infrastructure improvements to the site, including moving earth, and utilities upgrades		1450.0		648,387.				
PA 20-2	Construction of new units		1460.0		216,129.				
PA 20-2	Construction of community center		1470.0		116,129.				
PA 20-2	Demolition of existing units		1485.0		216,129.				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: Mercer County Housing Authority			Grant Type and Number Capital Fund Program Grant No: 501-01 Replacement Housing Factor Grant No: 501-01				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PA 20-2	Relocation of residents		1495.1		50,000.				
PA 20-2	Contingency (7%)		1502.0		100,000.				
	TOTAL AMOUNT				1,572,851.				

Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part III: Implementation Schedule

[illegible]

**PERFORMANCE AND EVALUATION REPORTS FOR  
CAPITAL FUND PROGRAM TABLES START HERE**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
PHA Name: Mercer County Housing Authority		Grant Type and Number <b>Capital Fund Program Grant No: PA28-P020-708-99</b> <b>Replacement Housing Factor Grant No:</b>			Federal FY of Grant: 1999
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/00 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
<b>1</b>	<b>Total non-CFP Funds</b>				
<b>2</b>	<b>1406 Operations</b>				
<b>3</b>	<b>1408 Management Improvements Soft Costs</b>	\$ 30,000	\$ -0-	\$ -0-	\$ -0-
	<b>Management Improvements Hard Costs</b>				
<b>4</b>	<b>1410 Administration</b>	\$ 61,116	\$ 33,844	\$ 33,844	\$ 3,511.59
<b>5</b>	<b>1411 Audit</b>				
<b>6</b>	<b>1415 Liquidated Damages</b>				
<b>7</b>	<b>1430 Fees and Costs</b>	\$ 154,593	\$ 130,000	\$ 125,000	\$ 96,615.14
<b>8</b>	<b>1440 Site Acquisition</b>				
<b>9</b>	<b>1450 Site Improvement</b>		\$ 460,000	\$ 460,000	\$ -0-
<b>10</b>	<b>1460 Dwelling Structures</b>	\$ 1,179,035	\$ 948,000	\$ 948,000	\$ 862,677.70
<b>11</b>	<b>1465.1 Dwelling Equipment—Nonexpendable</b>				
<b>12</b>	<b>1470 Nondwelling Structures</b>	\$ 100,000	\$ -0-	\$ -0-	\$ -0-

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
PHA Name: Mercer County Housing Authority		Grant Type and Number <b>Capital Fund Program Grant No: PA28-P020-708-99</b> <b>Replacement Housing Factor Grant No:</b>			Federal FY of Grant: 1999
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/00 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
13	1475 Nondwelling Equipment				
14	1485 Demolition	\$ 100,000	\$ 52,900	\$ 52,900	\$ 52,900
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines 2-18)	\$ 1,624,744	\$ 1,624,744	\$ 1,619,744	\$ 1,015,704.43
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security – Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part II: Supporting Pages

PHA Name: Mercer County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA28-P020-708-99 Replacement Housing Factor Grant No:					1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
HA Wide	Business Development Training		1408		\$30,000	\$ -0-	\$ -0-	\$ -0-	Transferred to 1450
	Administration		1410		\$61,116	\$33,844	\$33,844	\$3,511.59	
	Fees and Costs (including Testing)		1430		\$155,593	\$130,000	\$125,000	\$96,615.14	
PA 20-4	Exterior Improvements/Landscaping		1450	82 units	\$ -0-	\$ 460,000	\$460,000	\$ -0-	
Malleable Heights	Dwelling Structures		1460	82 units	\$1,179,035	\$948,000	\$948,000	\$862,677.70	Work is for 82 units
	Non-dwelling structures		1470	1 building	\$100,000	\$ -0-	\$ -0-	\$ -0-	Removed
	Quinby Street Service Center								
	Demolition of three buildings		1485	3 buildings	\$100,000	\$ 52,900	\$52,900	\$52,900	Buildings have been demolished



Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: Mercer County Housing Authority			Grant Type and Number Capital Fund Program Grant No: PA28-P020-708-99 Replacement Housing Factor Grant No:				1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
TOTALS					\$1,624,744	\$1,624,744	\$1,619,744	\$1,015,704.43	

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Mercer County Housing Authority		Grant Type and Number Capital Fund Program No: PA28-P020-708-99 Replacement Housing Factor No:				Federal FY of Grant: 1999	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	9/2001			9/2002			
Business Development							
Fees and Costs							
PA 20-4	9/2001			9/2002			
Malleable Heights							
Exterior Improvements							

Annual Statement/Performance and Evaluation Report							
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)							
Part III: Implementation Schedule							
PHA Name: Mercer County Housing Authority			Grant Type and Number Capital Fund Program No: PA28-P020-708-99 Replacement Housing Factor No:				Federal FY of Grant: 1999
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	



## CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Mercer County Housing Authority		Grant Type and Number <b>Capital Fund Program Grant No: PA28-P020-50-100</b> <b>Replacement Housing Factor Grant No:</b>			2000
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/00 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
<b>1</b>	<b>Total non-CFP Funds</b>				
<b>2</b>	<b>1406 Operations</b>				
<b>3</b>	<b>1408 Management Improvements Soft Costs</b>	<b>\$ 30,000</b>			
	<b>Management Improvements Hard Costs</b>				
<b>4</b>	<b>1410 Administration</b>	<b>\$ 61,116</b>			
<b>5</b>	<b>1411 Audit</b>				
<b>6</b>	<b>1415 Liquidated Damages</b>				
<b>7</b>	<b>1430 Fees and Costs</b>	<b>\$ 154,593</b>			
<b>8</b>	<b>1440 Site Acquisition</b>				
<b>9</b>	<b>1450 Site Improvement</b>				
<b>10</b>	<b>1460 Dwelling Structures</b>	<b>\$ 466,573</b>			
<b>11</b>	<b>1465.1 Dwelling Equipment—Nonexpendable</b>				
<b>12</b>	<b>1470 Nondwelling Structures</b>	<b>\$ 677,723</b>			
<b>13</b>	<b>1475 Nondwelling Equipment</b>				

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Mercer County Housing Authority		Grant Type and Number <b>Capital Fund Program Grant No: PA28-P020-50-100</b> <b>Replacement Housing Factor Grant No:</b>			2000
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/00 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
14	1485 Demolition	\$	50,000		
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$	5,000		
18	1499 Development Activities				
19	1502 Contingency	\$	92,885		
	Amount of Annual Grant: (sum of lines 2-18)	\$	1,537,890		
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security – Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part II: Supporting Pages

PHA Name: <b>Mercer County Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: <b>PA28P020-50-100</b> Replacement Housing Factor Grant No:					Federal FY of Grant: <b>2000</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
HA Wide	Business Development Training		1408		\$ 30,000				
HA Wide	Administration		1410		61,116.				
PA 20-4; -5; -8.	Fees and Costs (includes A/E, Environmental Contract Work)		1430		154,593				
PA 20-5	Valley View Homes – Exterior Modernization (includes new porches and roofs, and segmenting of spaces in rear yards to associate a yard to each apartment.)		1460	31 units in 5 buildings	466,573				
PA 20-4	Quinby Street Service Center – new construction		1470	1 building	300,000				
PA 20-8	Community Center Renovation		1470	1 building	377,723				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
<b>PHA Name: Mercer County Housing Authority</b>			Grant Type and Number <b>Capital Fund Program Grant No: PA28P020-50-100</b> <b>Replacement Housing Factor Grant No:</b>				Federal FY of Grant: <b>2000</b>		
<b>Development Number Name/HA-Wide Activities</b>	<b>General Description of Major Work Categories</b>		<b>Dev. Acct No.</b>	<b>Quantity</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>		<b>Status of Work</b>
PA 20-4	Quinby Street Service Center – demolition		1485	1 building	50,000				
HA Wide	Relocation		1485.1	17 moves	5,000				
PA 20-4; -5; -8.	Contingency (6% of total)		1502		\$ 92,885				
TOTALS					\$1,537,890				



Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
Part III: Implementation Schedule

[illegible]



**Capital Fund – Five Year Action Plan (Page 1 of 4)**

Capital Fund Program Five-Year Action Plan  
 Part I: Summary

A Name Mercer County Housing Authority		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/ HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: PHA FY: 2002-2003	Work Statement for Year 3 FFY Grant: PHA FY: 2003-2004	Work Statement for Year 4 FFY Grant: PHA FY: 2004-2005	Work Statement for Year 5 FFY Grant: PHA FY: 2005-2006
	Annual Statement				
PA 20-8 Community Center		786,425.			
PA 20-10 meire Manor		786,426.			
PA 20-6 Community Center			300,000.		
PA 20-3 Sharpsville Gardens			1,272,851.		

20-6 Frank L.				1,572,851.	
Fay					
Terrace					
20-7 Mesabi					1,572,851.
et					
al CFP Funds		1,572,851.	1,572,851.	1,572,851.	1,572,851.
t.)					

## Capital Fund Program Five-Year Action Plan Part II: Supporting Pages—Work Activities

<b>Activities for Year: 2002-2003</b>	<b>FFY Grant:</b>		<b>Activities for Year: 2003-2004</b>	<b>FFY Grant:</b>	
<b>Year 1</b>	<b>PHA FY: 3/31/2001</b>			<b>PHA FY: 3/31/2002</b>	
<b>PA 20-8 Community Center, 211 Federal St., Farrell, PA</b>	<b>Interior Renovation, New Roof System, HVAC Improvements, ADA Improvements</b>	<b>786,425.</b>	<b>PA 20-6 Community Center, Frank L. Fay Terrace, Pymatuning Township, PA</b>	<b>Installation of windows, Rehabilitation of kitchen, ADA Improvements, Installation of Computers</b>	<b>300,000.</b>
<b>PA 20-10 Vermeire Manor</b>		<b>786,426.</b>	<b>PA 20-3 Sharpsville Gardens</b>	<b>Exterior renovations or redevelopment (to be analyzed)</b>	<b>1,272,851.</b>
<b>Total CFP Estimated Cost</b>		<b>1,572,851.</b>			<b>1,572,851.</b>

Capital Fund Program Five-Year Action Plan  
 Attachment II: Supporting Pages—Work Activities

Activities for Year : 2004-2005			Activities for Year: 2005-2006		
FFY Grant: PHA FY: 3/31/2003			FFY Grant: PHA FY: 3/31/2004		
PA 20-6 Frank L. Fay Terrace, Pymatuning Township, PA	Exterior improvements, Construction of porches and rear yard spaces, New roof systems	1,572,851.	PA 20-7 Mesabi Street, Sharon, PA	Exterior improvements, Construction of porches and rear yard spaces	1,572,851.
Total CFP Estimated Cost		1,572,851.			1,572,851.

**Table Library**

MERCER COUNTY HOUSING AUTHORITY

Page 1 of 3

HOPE VI PROJECT – FY2000

On July 25, 2000, Mercer County Housing Authority was awarded a Hope VI Grant in the amount of \$9,012,288. MCHA signed that Grant Agreement on January 10, 2001 under Hope VI Grant No. PA28URD02I100 for Steel City Terrace Extension, Farrell, PA.

Executive Summary:

Steel City Terrace Extension (known herein as “Steel City”) is located in the City of Farrell, Mercer County, PA. It was constructed in 1952 as war worker housing to house workers employed in the steel mills during a time of national need. The property consists of 17 2-story brick building totaling 100 family units. It presents a “barracks” appearance with apartments that are virtually amenity free, which lack the marketability of comparable affordable housing in the area. Because of its original design, Steel City cannot be renovated in any way that would substantially changes its appearance as a “public housing project”. In addition, Mercer County Housing Authority cannot demolish Steel City without replacing the units, due to the demand for affordable housing in Mercer County.

To attract new, working families to the site and to end its social and physical isolation, MCHA proposes to demolish all 100 units, expand the study area of the site, and construct 135 new, mixed-finance rental and for-sale homes. MCHA will purchase vacant land and existing homes off-site in the adjacent neighborhood. The number of off-site units proposed, both new construction and renovation, is 70 units. The primary objective is to eliminate the public housing boundaries and physically integrate the revitalized Steel City with its surrounding community.

Steel City lies within a Keystone Opportunity Zone (KOZ), in which all state and local taxes are forgiven over a 12-year period beginning in 1999. This is a tremendous marketing tool for attracting people to housing in the area. The KOZ includes a sub-zone entitled “Legacy Commons Industrial Park”, which involves the redevelopment of underutilized industrial land and physical improvements to Broadway Avenue, the main street located to the west of Steel City. The KOZ plans to attract 2000 jobs. Five hundred (500) jobs have already been attracted – 200 of them within walking distance of Steel City. In addition, beautification plans and infrastructure improvements are already underway as Broadway Avenue is being widened and new streets and trees being added.

Extensive planning has taken place for employment training, transportation and industrial and commercial improvements in the KOZ. Housing is not the focus of this economic development effort, but will be a necessary spin-off in order to attract new workers. The economic development efforts taking place along Broadway Avenue creates the perfect opportunity for the revitalization of Steel City and its surrounding community. It also presents a tremendous opportunity to link public housing residents facing the transition of welfare to work with necessary and available resources.



MCHA proposes to completely demolish the buildings at Steel City and create a neo-traditional neighborhood with single family duplexes, off-street parking, on-site community and recreational facilities, and alleyways that will divide the blocks in a manner similar to those blocks currently found throughout the neighborhood. A total of 65 units will be placed on site. Another 70 units will be located off site within the surrounding neighborhood. The revitalized Steel City will be a mixed-income community with no clear boundaries between public housing and “other” housing in the neighborhood. The new community will decrease the concentration of poverty, reduce the physical and social isolation of Steel City residents, and create opportunities for residents to achieve their goal of economic self-sufficiency.

Major sources of financing for the rental housing component will include Comprehensive Grant funds from MCHA, equity from the syndication of Low Income Housing Tax Credits, Federal Home Loan Bank Affordable Housing Program Funds, HOPE VI funds, and HOME funds available through PennHOMES program administered by the Pa. Housing Finance Agency.

Major sources of financing for the homeownership component include: HOPE VI funds, Federal Home Loan Bank of Pittsburgh Affordable Housing Program funds, and HOME funds available through the Pa. Dept. of Community and Economic Development.

The Community and Supportive Services (CSS) program will ensure that the revitalized Steel City will be successful beyond the physical aspects. The program is composed of employment and economic uplift, education, training and skill development, neighborhood and family development, leadership development training, and homeownership training. The program is designed to tie into the training and revitalization efforts underway in the KOZ.

Appropriateness of Proposal: The Steel City Revitalization Plan envisions the use of currently vacant, underutilized, tax delinquent property in the neighborhoods surrounding Steel City, in an attempt to 1) soften the boundaries between public housing and surrounding communities by extending the boundaries of Steel City into the community; and 2) revitalize the surrounding neighborhood through the rehabilitation and/or new construction of housing on scattered sites.

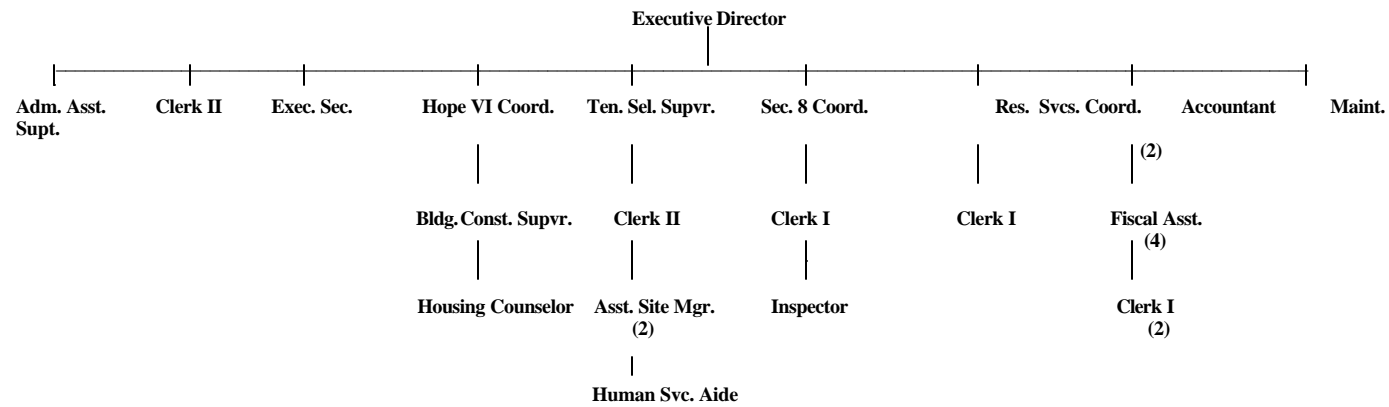
The market analysis indicates there is a need for low-income rental housing, subsidized rental housing, and homeownership housing in the Steel City market area. Close proximity to jobs, the KOZ tax incentives, combined with newly constructed duplexes with amenities such as 1-1/2 baths, private individual front, side and rear yards, and washer/dryer hookups and air conditioning, will all enhance the marketability of the revitalized community.

Existing subsidized housing is near full occupancy, evidencing a need for replacement units. A phone survey of privately owned and managed, assisted and low-income family housing in Farrell and surrounding communities was conducted in April, 2000. All property managers reported occupancy rates of 95% or higher with waiting lists. All properties have Section 8 rental assistance with exception of one, where only half of the units have a rental subsidy, the other half are HUD-set rents. Of a total of 381 units in three (3) properties represented, only 17 units were handicap-accessible.

MCHA owns and manages several family communities in the Steel City market area and reports an occupancy rate of 94.4 to 96% in three communities of 86 units, of which only are handicap-accessible. Steel City was 89% occupied on May 15, 2000. MCHA hopes to increase the numbers of handicap-accessible units in this area.

Site-based Waiting Lists: MCHA will establish Site-Based waiting lists for this project only. SEE attachment pa020o03 of this submission.

**MERCER COUNTY HOUSING AUTHORITY  
ORGANIZATIONAL CHART**





Mercer County Housing Authority

(Page 1 of 1)

DEFINITION OF: “Substantial Deviation” and “Significant Amendment or Modification”:

Mercer County Housing Authority has, in conjunction with TAG (the Resident Advisory Board), developed the following definitions, as required by 24 CFR 903.7(r):

“SUBSTANTIAL DEVIATION” will include:

- a) Any change to a goal or objective that is included in the MCHA Five-Year Plan that would have an effect on the public housing residents or Section 8 participants. (An example of this would be a decision by the jurisdiction to NOT apply for additional Section 8 vouchers even though the Five-Year Plan includes an objective calling for such application to expand the supply of affordable housing.)

“SIGNIFICANT AMENDMENT OR MODIFICATION” will include:

- a) Changes to rent, admission policies, or organization of the waiting list.
- b) Additions of non-emergency work items over \$25,000. not previously included in the current Annual Statement or 5-Year Action Plan.
- c) Change in use of Replacement Reserve Funds under Capital Fund.
- d) Additions of new categories of activities not previously included in the PHDEP Plan.
- e) Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

EXCEPTION TO ABOVE: Any regulatory changes will be made to any MCHA policies or procedures as a matter of on-going administration, and will not be considered to constitute a Significant Amendment or Modification for purposes of the MCHA Agency Plan.

Mercer County Housing Authority

**Component #11: HOMEOWNERSHIP PLAN/HOPE VI**

**Steel City Terrace Extension Redevelopment Homeownership Plan (Draft 9/26/01)**

**1. Goals and Objectives of the Program**

**Introduction**

In 2000, Mercer County Housing Authority (MCHA or Authority) of Sharon, Pennsylvania, was awarded approximately \$9 million in HOPE VI funds from the U. S. Dept. of Housing & Urban Development (HUD) for the redevelopment of the former Steel City Terrace Extension in Farrell, Pennsylvania. The HOPE VI Program for the new neighborhood includes a new planned community incorporating a total of 135 housing units to be developed, including 74 public housing rental units, 35 tax-credit units (both of which are for both families and seniors) and 26 homeownership units. The program also includes the development of an educational center, and a strong supportive services program. This Homeownership Plan outlines the implementation of a program for the twelve (12) onsite homeownership units and the fourteen (14) offsite homeownership units to be developed in the adjacent neighborhood.

Through a competitive procurement process, MCHA selected Ralph A. Falbo, Inc., as the private developer to assist in the implementation of the HOPE VI Revitalization Plan. Members of the Developer's Team include Pennrose Properties and Perfido Weiskopf Architects, both of whom have experience in the implementation of complex HOPE VI transactions.

The revitalization of this Farrell neighborhood offers an opportunity to build a new future for some of MCHA's residents and to provide a path to self-sufficiency. The Developer, MCHA, the City of Farrell, and the Commonwealth bring a substantial track record of cooperation, which will be an important factor for the successful implementation of this homeownership program.

The implementation of this program will include the development of affordable homes priced at approximately \$39,000 which will be affordable to otherwise qualified households earning at least \$13,200 annually (35% of the median income for a family of four in the Sharon, PA MSA). However, mortgage lender requirements regulating expected household consumer debt levels of approximately \$176/month will require most successful buyers to earn more than \$17,625 annually (47% of the median income for a family of four in the Sharon, PA MSA). The homeownership program will also provide extensive educational and supportive services programs for residents who currently reside in MCHA properties and other prospective buyers, including credit counseling and homeownership training. An independent study indicates a clear demand and need for this housing.

Significant value is provided to potential purchasers in several ways:

1. The location of the new homes near job opportunities;
2. The size, quality, energy efficiency and amenity level of the new homes;
3. Cost competitive pricing;
4. Minimum cash requirement to purchase of only \$1,000;
5. Down payment and closing costs assistance;
6. Long-term property tax reduction through the Keystone Opportunity Zone (KOZ) designation; and
7. Low Homeowner Association (the HOA) monthly fees of approximately \$50/month.

## **Goals**

MCHA's goals for the homeownership program include the following:

1. To sustain the long-term viability of the neighborhood and the City of Farrell;
2. To create a mixed-income and vibrant community in a historically low-income and distressed neighborhood, thereby helping to re-integrate MCHA's residents into the general population;
3. To provide the residents of MCHA's properties, and other households of limited means, the opportunity to purchase a home; and
4. To provide the highest quality of housing and supportive services to former residents, current residents of MCHA properties, other applicants and the local neighborhood.

## **Purpose and Brief Description of the Program**

The for-sale component (the Homes) constitutes part of a comprehensive revitalization of the former public housing site and the adjacent neighborhood to the east and the north. The first phase of the homeownership program consists of the construction of twelve (12) detached houses. The proposed base sales price for each of these on-site homes is \$39,000. The second phase of the homeownership program consists of the development of fourteen (14) detached houses in the adjacent neighborhood.

The homes will range in size between 1,250 and 1,400 square feet of living area plus an unfinished basement. All of the houses will be constructed using the high quality standards recommended by the National Association of Homebuilders, which meet or exceed FHA energy efficiency standards, and will be sold with ten-year warranties issued by an independent third party warrantor. The houses will be marketed to qualified homebuyers, or those who can become qualified during the marketing period. Qualified applicants will need to have household incomes ranging from \$13,200 to \$30,320 (up to 80% of the median income for a family of four in the Sharon, PA MSA area), and will be required to make a down payment of at least \$1,000. With a \$39,000 base sales price, the anticipated gross monthly mortgage payment is in the range of \$300. (depending on interest rates, calculated with a 7%-8% range FHA mortgage), which compares favorably to existing rents for less desirable housing in the Shenango Valley.

After receiving HUD approval, the Developer commenced work on the infrastructure for both the onsite rental and homeownership components. This work is anticipated to be complete by Spring of 2003. Immediately upon informal approval by MCHA and HUD, the Developer will begin a renewed and Developer-led homeownership and credit counseling effort for the onsite homeownership units. The second phase of the homeownership component will commence approximately 12 months after the commencement of the first phase.

### **Summary of the Program Concept**

This Plan has the following components:

1. Involves the construction of new homes.
2. Requires that the homebuyer shall not have owned a home during the three-year period preceding its purchase of a home under this Program.
3. Requires that the family's income on the date of the purchase of a home under this Program shall not exceed 80% of the Mercer County (Sharon MSA) Median Household Income for a family of 4 persons, with adjustments, as defined by HUD annually. Please note that private lenders, who will supply mortgage financing to the end buyers, may have similar or dissimilar standards that households will have to also meet in order to obtain those mortgage products.
4. Requires the homebuyer to make a down payment on the home in the amount of \$1,000 (these must be private funds).
5. Requires that the financing or deed contain an anti-speculation provision, in a form and substance approved by HUD.
6. Requires that the family be prohibited from leasing the home to other parties.

### **Onsite Component**

The onsite component is located in one of only twelve (12) Keystone Opportunity Zones (the KOZ). The KOZ's are geographic areas designated by the Commonwealth of Pennsylvania that are virtually free of state and local taxes for up to twelve years beginning January 1, 1999. A KOZ is also given priority for various state and local community-building assistance programs. The goal of the KOZ is to revive economically distressed urban and rural communities with one of the most powerful market-based incentives, eliminating taxes. Homebuyers for the first phase will not be required to pay property taxes and the local and state personal income taxes until after December 31, 2010. This has significant meaning to onsite homebuyers. They can qualify for a mortgage based upon not having to pay property taxes and annual state and local income taxes. This allows buyers with lower incomes to purchase where they would not otherwise qualify.

### **Offsite Component**

Both the onsite and offsite components are included in this Homeownership Plan. However, as described above, the development process for the offsite component is 12 months behind the processing of the onsite Component. MCHA and the Developer do not



yet control the offsite property nor have all of the funding in-place to acquire, develop, build and sell houses on the offsite property. However, the offsite property has been identified, a master plan outlined, and a request has been submitted by the City of Farrell to the Commonwealth of Pennsylvania's Department of Economic Development (DCED) for the gap funding required. Therefore, regarding the offsite component only, it may be necessary for MCHA and the Developer to submit an addendum(s) to this Plan to HUD for review and approval as events unfold that might change some of the offsite elements of this Plan.

Sales prices and monthly payments for the second phase (the offsite component) have not been finalized, but are anticipated to be slightly higher due to cost increases to be incurred during the period between the phases. In addition, the offsite component is located in a deteriorating area, and not a KOZ.

It is our contention that once the onsite component of the redevelopment is complete and the demolition of Steel City Terrace Extension has commenced, the value and desirability of the neighborhood will have improved to the extent that slightly higher prices and slightly higher monthly payments will both be justified and accepted by the marketplace.

\*\*\*\*\*

**Year 2000-2001****Mercer County Housing Authority  
Public Housing Drug Elimination Program Plan**

(Page 1 of 6)

**Annual PHDEP Plan Table of Contents:**

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

**Section 1: General Information/History****A. Amount of PHDEP Grant \$ 157,018****B. Eligibility type (Indicate with an “x”) N1\_\_\_\_\_ N2\_\_\_\_\_ R\_\_\_\_\_****C. FFY in which funding is requested 2000/2001****D. Executive Summary of Annual PHDEP Plan**

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

In accordance with MCHA’s 5-year Strategic Plan, MCHA will increase the feeling of safety and security among public housing residents by providing alternative activities to drug use. The major focus is drug prevention rather than intervention and rehabilitation. By involving residents in a variety of activities, including strong emphasis on economic development, MCHA will develop safe and secure communities.

**E. Target Areas**

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

<b>PHDEP Target Areas (Name of development(s) or site)</b>	<b>Total # of Units within the PHDEP Target Area(s)</b>	<b>Total Population to be Served within the PHDEP Target Area(s)</b>
Frank Fay Terrace, Steel City Terrace, Mesabi Street, Malleable Heights, Herbert Garster Homes, Sharpsville Gardens, Pine Hollow Village	677	1692

**F. Duration of Program**

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an “x” to indicate the length of program by # of months. For “Other”, identify the # of months).

**6 Months\_\_\_\_\_ 12 Months\_\_\_\_\_ 18 Months\_\_\_\_\_ 24 Months\_\_x\_\_ Other \_\_\_\_\_**

**G. PHDEP Program History**

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995					
FY 1996	250,000	PA28DEP0200196	0		4/30/98
FY 1997	203,100	PA28DEP0200197	0		12/7/99
FY1998	203,100	PA28DEP0200198	0		11/30/00
FY 1999	150,659	PA28DEP0200199	117,657.48	NONE	1/17/02

**Section 2: PHDEP Plan Goals and Budget****A. PHDEP Plan Summary**

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

The PHDEP plan will focus drug prevention activities towards public housing residents. Major components will be: 1) sustaining the VISTA program (Volunteers in Service to America) 2) increasing the number of economic development programs offered and 3) funding for above the baseline foot patrols in targeted areas.

**B. PHDEP Budget Summary**

Enter the total amount of PHDEP funding allocated to each line item.

FY 2000 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	35,000
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	120,018
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
	2000
<b>TOTAL PHDEP FUNDING</b>	<b>157,018</b>

**C. PHDEP Plan Goals and Activities**

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 – Reimbursement of Law Enforcement					Total PHDEP Funding: \$ \$35,000		
Goal(s)	DECREASE CRIME RATES IN MCHA COMMUNITIES						
Objectives	INCREASE RESIDENT/POLICE RELATIONSHIP						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1. FUND FOOT PATROLS – ABOVE BASELINE FOR SWMCRPD			9/1/00	8/31/02	25,000		
2.FUND FOOT PATROLS – ABOVE BASELINE FOR SHARON PD			9/1/00	8/31/00	10,000		
3.							

9120 - Security Personnel					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9130 – Employment of Investigators					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9140 - Voluntary Tenant Patrol					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$ \$120,018		
Goal(s)	PROVIDE HEALTHY ALTERNATIVES TO DRUG USE						
Objectives	INCREASE PARTICIPATION OF RESIDENTS IN EDUCATIONAL PROGRAMS FROM 230 TO 300 MONTHLY INCREASE EDUCATIONAL PROGRAMMING FROM 130 TO 175 HOURS/MONTH						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1. America Reads Summer Program	130	Children’s k-3 <sup>rd</sup> grade	6/01	8/01	500		Attendance, reading scores
2. Maintain 11 member VISTA Team	677	MCHA residents	6/01	6/02	18,048		Program attendance
3. Develop college touring program	50/month	Children ages 13- 17	9/01	9/02	7,000		College attendance among MCHA residents increase
4. Take children on 3 educational field trips	25	teenagers	9/01	9/02	3,000		Children’s essay
5. Increase 4-H attendance	40	youth	9/01	9/02	3,000		Increase attendance in 4-H programs by MCHA residents

<b>9170 - Drug Intervention</b>					<b>Total PHDEP Funding: \$</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

<b>9180 - Drug Treatment</b>					<b>Total PHDEP Funding: \$</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

<b>9190 - Other Program Costs</b>					<b>Total PHDEP Funds: \$</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

### **Section 3: Expenditure/Obligation Milestones**

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

<b>Budget Line Item #</b>	<b>25% Expenditure of Total Grant Funds By Activity #</b>	<b>Total PHDEP Funding Expended (sum of the activities)</b>	<b>50% Obligation of Total Grant Funds by Activity #</b>	<b>Total PHDEP Funding Obligated (sum of the activities)</b>
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	1,2	8,750	1,2	17,500
9120				
9130				
9140				
9150				
9160	1,3,4,5,6	30,004	2,5,6	60,009
9170				
9180				
9190				
9115		1,000		1,000
<b>TOTAL</b>		\$		\$

### **Section 4: Certifications**

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

## Public Housing Drug Elimination Program Plan

**Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.**

### Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

### Section 1: General Information/History

**A. Amount of PHDEP Grant \$ 168,299**

**B. Eligibility type (Indicate with an "x")** N1 \_\_\_\_\_ N2 \_\_\_\_\_ R \_\_\_\_\_

**C. FFY in which funding is requested 2001/2002**

**D. Executive Summary of Annual PHDEP Plan**

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

In accordance with MCHA's 5-year Strategic Plan, MCHA will increase the feeling of safety and security among public housing residents by providing alternative activities to drug use. The major focus is drug prevention rather than intervention and rehabilitation. By involving residents in a variety of activities, including strong emphasis on economic development, MCHA will develop safe and secure communities.

### **E. Target Areas**

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Frank Fay Terrace, Steel City Terrace, Mesabi Street, Malleable Heights, Herbert Garster Homes, Sharpsville Gardens, Pine Hollow Village	677	1692

### **F. Duration of Program**

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an "x" to indicate the length of program by # of months. For "Other", identify the # of months).

**6 Months** \_\_\_\_\_ **12 Months** \_\_\_\_\_ **18 Months** \_\_\_\_\_ **24 Months**   x   **Other** \_\_\_\_\_



## G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
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FY 1996	250,000	PA28DEP0200196	0		4/30/98
FY 1997	203,100	PA28DEP0200197	0		12/7/99
FY1998	203,100	PA28DEP0200198	0		11/30/00
FY 1999	150,659	PA28DEP0200199	117,657.48	NONE	6/1/01
FY 2000	157,018	PA28DEP0200199	157,018	NONE	1/17/02

## Section 2: PHDEP Plan Goals and Budget

### A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

The PHDEP plan will focus drug prevention activities towards public housing residents. Major components will be: 1) sustaining the VISTA program (Volunteers in Service to America) 2) increasing the number of economic development programs offered and 3) funding for above the baseline foot patrols in targeted areas.

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Enter the total amount of PHDEP funding allocated to each line item.

FY 2000 PHDEP Budget Summary	
Budget Line Item	Total Funding
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9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	120,018
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
<b>TOTAL PHDEP FUNDING</b>	<b>\$168,299</b>

## D. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—no to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

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Goal(s)	DECREASE CRIME RATES IN MCHA COMMUNITIES						
Objectives	INCREASE RESIDENT/POLICE RELATIONSHIP						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount/ Source)	Performance Indicators
1. FUND FOOT PATROLS – ABOVE BASELINE FOR SWMCRPD			5/1/01	4/30/03	28,000		
2.FUND FOOT PATROLS – ABOVE BASELINE FOR SHARON PD			5/1/01	4/30/03	13,000		

9120 - Security Personnel					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9130 – Employment of Investigators					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9140 - Voluntary Tenant Patrol					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$ \$127,299		
Goal(s)	PROVIDE HEALTHY ALTERNATIVES TO DRUG USE						
Objectives	INCREASE PARTICIPATION OF RESIDENTS IN EDUCATIONAL PROGRAMS FROM 230 TO 300 MONTHLY INCREASE EDUCATIONAL PROGRAMMING FROM 130 TO 175 HOURS/MONTH						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1. America Reads Summer Program	130	Children’s k-3 <sup>rd</sup> grade	6/02	8/03	500		Attendance, reading scores
2. Maintain 11 member VISTA Team	677	MCHA residents	6/02	6/03	18,048		Program attendance
3. Develop college touring program	50/month	Children ages 13- 17	9/02	9/03	7,000		College attendance among MCHA residents increase
4. Take children on 3 educational field trips	25	Teenagers	9/02	9/03	3,000		Children’s essay
5. Increase 4-H attendance	40	Youth	9/02	9/03	3,000		Increase attendance in 4-H programs by MCHA residents

<b>9170 - Drug Intervention</b>					<b>Total PHDEP Funding: \$</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

<b>9180 - Drug Treatment</b>					<b>Total PHDEP Funding: \$</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

<b>9190 - Other Program Costs</b>					<b>Total PHDEP Funds: \$</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

### **Section 3: Expenditure/Obligation Milestones**

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
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<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	1,2	10,250	1,2	20,500
9120				
9130				
9140				
9150				
9160	1,3,4,5,6	31,824.75	2,5,6	63,649.50
9170				
9180				
9190				
9115				
<b>TOTAL</b>		\$		\$84,149.50

#### **Section 4: Certifications**

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

## Mercer County Housing Authority

### Component #12 .D. – Community Service (Page 1 of 1)

MCHA will implement this Community Service policy at the beginning of our fiscal year, 7/1/01. Leases will be revised and be effective on 7/1/01. A Written Policy, as summarized below, has been made. Residents will be notified by 6/1/01 of their status or if they are exempt from this requirement. If not exempt, additional information will be sent.

#### EACH ADULT MCHA RESIDENT, UNLESS EXEMPTED, SHALL:

- a. Contribute 8 hours monthly of Community Services (not political activity) in their resident community;
- b. Participate in an economic self-sufficiency program (defined below) for 8 hours monthly; or
- c. Perform 8 hours monthly of combined activities in a. or b. above.; or
- d. Participating in an MCHA Family self-sufficiency Program and being current in its individual training and services plan; or
- e. Other activities approved on a case-by-case basis.

#### EXEMPTIONS FROM THIS REQUIREMENT: Individuals who are:

- a. Are 62 years of age or older;
- b. Are blind or disabled (defined in Sec. 216(I)[1] or sec. 1614 of the Social Security Act, or who is unable to comply with this section, or is primary caretaker of such individual;
- c. Is engaged in a work activity (defined in sec. 407[d] of the Social Security Act;
- d. Meets requirements for exemption to engage in a State work activity program funded under the Social Security Act, or under another State welfare program in Mercer County, including the welfare-to-work program; or
- e. Is in a family receiving State program assistance under Social Security Act, Part A, Title IV, or any other State welfare program in Mercer county, including welfare-to-work program, and has not been found by the State to be non-compliant.

Residents' status will be re-verified annually, but are permitted to change exemption status during the year.

#### Definition of Economic Self-Sufficiency Program:

Any program designed to encourage, assist, train or facilitate economic independence of assisted families or to provide work for those families. MCHA will consider a broad range of self-sufficiency opportunities and give residents the greatest choice for identifying such opportunities. Opportunities to comply with the requirement can include: job training, employment counseling, work placement, basic skills training, education, English proficiency, workfare, financial or household management, apprenticeship, or any other program necessary to ready a participant to work (i.e. substance abuse, mental health treatment).

The Housing Authority will provide residents with a brochure listing community service and volunteer opportunities available throughout the community. These agencies have agreed to work with MCHA to complete this requirement. MCHA will annually determine compliance with this requirement 30 days prior to lease expiration with due process principals and on a non-discriminatory basis. Residents will be required to secure verification of family compliance of qualified activities from a participating organization.

If the Authority determines the resident non-compliant, it will notify the resident that this determination of non-compliance is subject to MCHA Grievance procedures. If the resident does not enter an agreement to comply before lease expiration, the lease will not be renewed. A resident who makes an agreement to cure the non-compliance must contribute as many additional hours as required over the 12-month prior to the expiration of the lease.

MCHA shall ensure that all community service programs are accessible for persons with disabilities; that conditions under which work is performed are not hazardous; and that the work is not labor that would have been performed by PHA maintenance or property services employees.

## PET POLICY

Mercer County Housing Authority's Pet Policy will permit animals, as specified, for elderly, persons with disabilities, and families. The policy rules are related to the interest of this PHA to provide a decent, safe and sanitary living environment for all tenants, to protect and preserve the physical condition of the property and the financial interests of the PHA. Lease revisions will be completed by implementation on July 1, 2001.

Management will permit the keeping of pets by residents who follow these criteria. Pet Policy Registration Forms will become a Lease Attachment.

Pets must be registered with the PHA before brought onto premises; this includes a certificate of a licensed veterinarian that pet has received all inoculations required by State and/or local law, and that pet has no communicable diseases and is pest-free. A photo of the pet must be provided at registration along with the name, address and phone number of the person responsible for the pet in the tenant's absence. Registration must be renewed annually with proof of license and inoculation 30 days prior to resident annual reexamination date. Approval shall not be extended without these requirements. Resident will be notified if MCHA refuses registration.

All dogs and cats are to be spayed or neutered. Resident is in violation of rules if animal has offspring. A Pet Agreement with the PHA must be executed acknowledging resident's responsibilities for health, care and cleaning of pet. No pet shall be kept in violation of humane or health laws.

Refusal to register pet by MCHA if:

- a. Pet is not a common household pet as defined in policy;
- b. Keeping pet is in violation of House Pet Rules;
- c. Owner fails to completion pet registration; or annually update registration;
- d. PHA reasonably determines that owner is unable to keep pet in compliance with rules or other lease violations. Pet temperament and behavior may be a factor.

Standards for Pets:

- a. Authorization on a year-to-year basis;
- b. If approved pet gives birth to litter; all except one must be removed from premises;
- c. No pets permitted who will be over 25 lbs. at mature weight;
- d. No dangerous animal or pet allowed (dangerous pets or animals include, but are not limited to snakes or other reptiles, exotic pets or spiders);
- e. No vicious or intimidating animal or pet allowed on premises;
- f. No pets allowed in buildings that have no enclosed yard spaces;
- g. No pets allowed in buildings that have no green space.

Types of pets allowed:

- a. Dogs: maximum-1 of adult weight not over 25 lbs. Must be housebroken; must be spayed or neutered; must have all required inoculations and must be licensed.
- b. Cats: maximum-1 that must be declawed and spayed or neutered; must have all required inoculations; must be trained to use litter box; and must be licensed as specified by State and/or local law/ordinance.

c. Birds: maximum-2; must be enclosed in case at all times.

Mercer County Housing Authority

Attachment K – Page 2 of 3

d. Fish: maximum aquarium size must not exceed 30 gallon size; and must be maintained on an approved stand.

e. Rodents: (Rabbit, guinea pig, hamster or gerbil ONLY): maximum –2 only; must be enclosed in acceptable cage at all times; must have all inoculations specified by State and/or local law/ordinance;

f. Turtles: maximum-2 only; must be enclosed in acceptable cage or container at all times.

Pets must be exercised at pet-designated areas. Cats and dogs must be on a leash at all times when not in resident's unit. Pets must be kept out of designated pet-free areas.

A non-refundable Pet Fee and refundable Pet Deposit must be made, according to the Pet Fee/Deposit Schedule. Pet Fees must be paid upon Lease execution, but monthly payments are permitted for the Pet Deposit which is defray reasonable costs directly attributable to the pet. Pet deposits will be kept in an escrow account and the unused portion returned to the resident, plus accrued interest, when resident moves from housing.

Reasonable expenses incurred as a result of damages attributable to the pet would be: 1) the cost of repairs/replacements to dwelling unit; 2) fumigation of unit; and 3) common areas of the project. Cost of flea deinfestation will be the resident's responsibility.

Any expenses occurring during occupancy will be made as a current charge. Charges made at move-out will be charged to the Pet Deposit. Pet Fees and Deposits are not part of rent payable by the resident.

Residents are responsible for removing pet waste immediately. A separate charge of \$5.00 per occurrence will be assessed to the resident for violation of pet waste removal rules.

Residents shall not alter any part of their unit to create an enclosure for a pet. Pet doors are prohibited.

Pet owners must control pet noise so that it does not constitute a nuisance to other residents or interrupt their peaceful enjoyment of their premises. The PHA will not require a pet's vocal chords to be removed under any circumstances.

Cat litter shall be disposed of in heavy, sealed plastic trash bags and placed in trash containers immediately. No litter can be flushed through a toilet. Litter boxes shall be stored inside a resident's unit.

All pet owners shall be responsible for adequate care, nutrition, exercise and medical attention for his/her pet. No pet (excluding fish) shall be left unattended in any unit for any period in excess of 4 hours.

The PHA may enter and inspect the premises after reasonable notice to the tenant and during reasonable hours. However, the PHA may enter and inspect the premises if a written complaint is received alleging conduct or condition of pet in unit is a violation or constitutes a nuisance, threat to health or safety of other occupants or other residents, as under applicable State or local law.



Pet Rule Violations will require the mandatory removal of the pet from the premises within 30 days of notice; or, if a threat to health and safety, removal shall be within 24 hours. Residents who violate pet rules will be subject to Lease termination proceedings. These, like other Lease termination proceedings, fall under the PHA Grievance procedure.

Any pet removed as a result of an aggressive act will not be permitted to be returned to the premises.

If an emergency arises and the PHA must place a pet in a shelter facility, the cost will be the resident's responsibility.

Mercer County Housing Authority

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Section 8 Homeownership Capacity Statement

Mercer County Housing Authority will administer a voucher homeownership program under Section 8(y) of the U. S. Housing Act of 1937. The program will maintain a maximum of 5 homeownership program vouchers at a time.

By these program requirements and with the strength of the Authority's non-profit Homeownership program-Community Homebuyers, Inc.; Mercer County Housing Authority demonstrates within its Agency Annual Plan that it has the capacity to successfully operate a Section 8 Homeownership Program.

Criteria for option of participation in this program are:

- a. Have been a Sec. 8 Existing Housing participant for at least one year;
- b. Must be eligible for a Housing Choice Voucher;
- c. Must qualify as a first time home buyer;
- d. Must meet Federal minimum income requirements; unless the family is elderly or a person with disabilities;
- e. Must meet Federal minimum employment requirements; one adult family member who will own home must be current full time (30 hours weekly average) employed and have been continuously for at least one year; these requirements do not apply to an elderly family or a person with disabilities;
- f. Have had no family caused violations to HQS within last year;
- g. Does not owe monies to the PHA;
- h. Has not committed any serious or repeated violations of a PHA-assisted lease within the last year.

Must attend Homeownership Counseling for training in Homeownership; Home Maintenance; and Credit Counseling.

Requires financing for purchase of a home under the Section 8 homeownership program will be provided as insured or guaranteed by the State or Federal government; must comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.

Component 18 B. – Resident Board Member

Mercer County Housing Authority Board consists of 5 Members who are appointed by the Mercer County Commissioners. The term of a Housing Commissioner is for five years, beginning September 1<sup>st</sup> each year at the Authority's Annual Meeting. Because of this, MCHA did not devise an election policy for a Resident Board Member.

Instead, MCHA advertised to Residents through postings at Authority buildings, the opportunity to become a Resident Board Member. The interested person was to write a letter of interest and provide a resume by a set date. These letters were forwarded on to Mercer County Commissioners who made their choice of appointment.

Appointed by Mercer County Commissioners' Notice of Appointment dated November 1, 2000, Patricia Reesman has a Commissioner Term of September 1, 2000 through August 31, 2005.

Ms. Reesman is a resident of George J. Vermeire Manor, 325 Columbia Street, Sharon, and is a person with disabilities. Ms. Reesman comes well qualified by spending her youth in public housing, and is again currently in public housing. She is active in resident matters and functions. Ms. Reesman had served as a TAG (Resident Advisory Board Member) prior to her appointment as Housing Commissioner, but since has resigned from TAG.

STRATEGIC GOALS PROGRESS REPORT for Year - July 1, 2000 through June 30, 2001

Overall completion was 65% at 3/31/01; 90% completion by 6/30/01.

Goal One:       MERCER COUNTY HOUSING AUTHORITY IS AN OUTSTANDING LANDLORD-  
A TRADITIONAL PHA

Assure the Physical Safety of Residents: MCHA has completed a system to track resident complaints; Residents are quarterly educated on safety issues; Police protection has increased; Security Chief added to liaison with police; Marketing and advertising issues are improved; and MCHA, previously a central management, has added one site manager whose time is divided between two developments...a second site manager for two additional developments will be added prior to 6/30/01. Housekeeping inspections have increased. Goals - 100% by 6/30/01.

Provide a Decent Living Environment: Greater lease enforcement; increased ground sweeps for trash and debris collection. Improved site appearance. 100% done.

Collect Rents and Properly Account for Funds: Improved collections on timely basis. 100% done.

Develop Information Data Base for Management: Computer upgrades; GAAP conversion; TAR Accts. Payable and Ledger improved. Work order software scheduled prior to 6/30/01. 80% completed; expect completion by 6/30/01.

Prepare for SEMAP: Voucher merger; Maximum lease up achieved; Greater landlord outreach and deconcentration of contracts throughout County fully achieved. By 6/30/01, Rent Reasonableness software training for better rent comparability. 100% completion by end of fiscal year.

Work with and encourage the development of resident organizations at all developments: Increased information level to residents; outreach for community leaders-completed. Resident leadership training planned for 6/01. 90% completion by 6/30/01.

Improve MCHA's image: Updated Agency Policies and procedures; improved curb appeal; improved procurement procedures; Public relations advanced; Employee photo identification-completed. Updated public housing lease by 6/30/01. Revision of Sec. 8 New Construction Policy and Lease scheduled by 10/1/01. Professional maintenance development plan and greater Quality Control management by 9/1/01. 75% completion by 6/30/01.

The Housing Authority Employs a Highly Professional Staff: Update employee job descriptions...60% complete.

Goal Two: TO ENHANCE THE AVAILABILITY OF AFFORDABLE HOUSING

To increase the number of units available: Section 8 Voucher Homeownership plan-implementation 7/1/01. A non-profit MCHA homeownership program (Community Homebuyers, Inc.) has built and sold five new homes built and sold in Wheatland; one rehabbed home sold in Sharon. Hope VI awarded for Steel City Terrace, Farrell with planned completion by 2005. 100% completion.

Develop and Implement an Education Program for Homebuyers: Completed is Annual action plan for homeownership; Counseling programs active to make homebuyers more self-sufficient; Housing needs explored with municipalities throughout County; Act 137 presented to County Commissioners-passage urged-no decision to date. Completion 95%.

Goal Three: TO ASSIST RESIDENTS TO MOVE TO SELF-SUFFICIENCY

Continue and expand connections between Residents and Services/Programs provided by city, county or private agencies : TAG (a resident advisory board) established. Leadership training scheduled for 6/01. Monthly Service Agency partnership meetings continue-additional providers contacted. Leader secured for 11 VISTA volunteers. Continue monitoring of Drug Elimination program. Recycling program to be implemented by 12/01. Objective 95% complete.

Develop innovative ways to increase resident participation in self-sufficiency activities: VISTA volunteer advisory board duties included with TAG (RAB). Day care program operational/self-sufficient in Sharpsville. 100% complete.

Year 2001-2002 GOALS-ACTION PLAN FOLLOWS

## GOAL ONE: MCHA IS AN OUTSTANDING LANDLORD - THE TRADITIONAL PHA

### **Objective One: Assure the Physical Safety of Residents/Control Sites**

TASKS	LEAD STAFF	COMPLET ED BY	OUTCOME	EVALUATION MEASURES	COMMENTS
1. Renegotiation of Police Dept. contracts for improved effectiveness.	Resident Services Coordinator	7/01/01	*Improved resident satisfaction *Management improvement *Increased resident occupancy	*Crime statistics *Police Reports *Number of Crime-related evictions *Resident comments *Reduced turn-around for Occupancy	
2. Educate residents and staff on crime-related issues.	Resident Services Coordinator	12/31/01	*Improved communication on crime-related issues between residents and staff	*Resident comments *Improved relationship between police and residents	
3. Write and develop Disaster/Emergency Plan	Administrative Assistant	6/30/02	*Established Plan *Employees Trained *Residents Trained	*Resident & Employee Satisfaction knowing how to react to emergencies and disasters	*Management improvement
4. Implement Complaint & Crime Tracker System	Tenant Selection Supervisor	10/01/01	*Greater resident safety *Elimination of criminal aspect in resident communities	*Improved resident satisfaction *Improved resident-authority communications	*Management improvement
5. Fire drill instruction and resident drills	Tenant Selection Supervisor	3/31/02	*Improved resident safety	*Resident satisfaction *Improved communications	
6. Install Access Door System/Elderly buildings	Executive Director	10/01/01	*Improved resident safety *Elimination of unauthorized visitors to buildings	*Resident satisfaction *Reduced threat of crime against elderly residents	*Management improvement

## GOAL ONE: MCHA IS AN OUTSTANDING LANDLORD-A TRADITIONAL PHA

### ***Objective Two: Provide a Decent Living Environment***

TASKS	LEAD STAFF	COMPLET ED BY	OUTCOME	EVALUATION MEASURES	COMMENTS
1. Implement use of hand-held computers for inspections	Tenant Selection Supervisor	12/31/01	*Better record tracking *Improved inspections *Management improvement	*Improve efficiency of inspections *Ease of record keeping	
2. Implement and provide training for Work Order Software Program	Maintenance Supt., Accounting	6/30/02	*management improvement *Computerized operations	*Improved operations *System efficiency *Improved tracking of work orders	

## GOAL ONE: MCHA IS AN OUTSTANDING LANDLORD-A TRADITIONAL PHA

### ***Objective Three: Collect Rents and Properly Account for Funds***

TASKS	LEAD STAFF	COMPLET ED BY	OUTCOME	EVALUATION MEASURES	COMMENTS
1. Update Maintenance Charge Listing	Accountant	06/30/01	*Management improvement	*Charges in line with costs	
2. Software employee training	Accountant	06/30/02	*Improved operations and reporting	*Increased employee productivity *Employee satisfaction	

## GOAL ONE: MCHA IS AN OUTSTANDING LANDLORD-A TRADITIONAL PHA

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### Objective Four: Develop Information Data Base for Management

TASKS	LEAD STAFF	COMPLET ED BY	OUTCOME	EVALUATION MEASURES	COMMENTS
1. Secure/develop use of Purchasing Card for local purchases/staff travel with limited dollar use	Accountant	8/1/01	*Improved operations and reporting *Greater tracking	*Efficiency in operations *Employee satisfaction *Eliminates excessive purchase orders	
2. Accomplish employee time study allocation	Accountant	7/1/01	*Improved program expenses breakdown	*Employee time study	

## GOAL ONE: MCHA IS AN OUTSTANDING LANDLORD-A TRADITIONAL PHA

### Objective Five: Prepare for SEMAP

TASKS	LEAD STAFF	COMPLET ED BY	OUTCOME	EVALUATION MEASURES	COMMENTS
1. Implement use of hand-held computer for inspections.	Section 8 Existing Coordinator	12/31/01	*Better record tracking *Improved inspections *Management improvement	*Improve efficiency of inspections *Ease of record keeping	
2. Develop in-house SEMAP audit process	Section 8 Existing Coordinator	7/01/01	*Satisfies requirement	*Resident satisfaction	
3. Use all available program funding	Section 8 Existing Coordinator	6/30/02	*Contract compliance *Program improvement	*Up-to-date HUD contract *Increased landlord and resident contracts	
4. Implement	Section 8	7/1/01	*Complies with MCHA	*Residents seeking H/O vouchers	



Section 8 Voucher Homeownership Program	Existing Coordinator		policy *Greater affordable housing opportunities		
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## GOAL ONE: MCHA IS AN OUTSTANDING LANDLORD-A TRADITIONAL PHA

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### ***Objective Six: Work with and encourage the development of resident organizations at all developments***

TASKS	LEAD STAFF	COMPLETED BY	OUTCOME	EVALUATION MEASURES	COMMENTS
1. Implement Resident-Management Relations in Hope VI	Resident Services Coordinator	6/30/02	*Contract compliance *Resident satisfaction	*Resident comments *Improved communications	
2. Initiate Resident Leadership Training	Administrative Assistant	7/1/01	*Resident satisfaction *Greater resident participation *Active resident leadership	*Resident comments *Improved understanding *Improved communications *Development of leadership skills	*For all resident groups (Resident councils and Resident Advisory Groups)
3. Identify and establish rapport with resident leaders in all housing communities	Resident Services Coordinator	6/30/02	*Establish better resident relations *Reduce crime and drug activity *Increase resident control over community problems	*Resident comments *Improved understanding *Improved communications	

## GOAL ONE: MCHA IS AN OUTSTANDING LANDLORD-A TRADITIONAL PHA

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### **Objective Seven: Improve MCHA's Image**

TASKS	LEAD STAFF	COMPLET ED BY	OUTCOME	EVALUATION MEASURES	COMMENTS
1. Implement Pet Policy for housing development families	Tenant Selection Supervisor	7/01/01	*QWARA compliance *Resident satisfaction	*Resident comments	
2. Activate Public Housing Lease Revision	Tenant Selection Supervisor	7/1/01	*MCHA Policy compliance	*Lease includes policy changes	
3. Implement revised Section 8 New Construction Management Plan	Tenant Selection Supervisor	10/01/01	*Contract compliance	*Improved management operations *Residents & staff updated on policy	
4. Activate Section 8 New Construction Lease Revision	Tenant Selection Supervisor	10/01/01	*Contract compliance *MCHA policy compliance	*Lease includes policy changes	
5. Develop revised building insurance values	Administrative Assistant	12/31/01	*Accurate coverage *Concise account of property values	*Improved insurance values/costs *Greater awareness of property ownership and values	
6. Update Procurement Policy procedures	Administrative Assistant	6/30/02	*More detailed plan *Procedural clarification *Adds HOPE VI requirements	*Easy to understand *Opens process to contractors who are less experienced in government proposals and bidding *Increase employee productivity	
7. Develop Annual Budget Procurement Plan	Administrative Assistant	7/1/01	*Clarification of needs and deadlines for procurement	*On-time purchasing/procurement *Budget spending on target	
8. Increase bulk purchasing contracts	Administrative Assistant	6/30/02	*Greater efficiency *More cost effective	*Purchasing on time *Cuts down purchase orders	
9. Implement Site Based Waiting Lists at PA 20-2	Tenant Selection Supervisor	6/30/02	*Resident satisfaction *Improved access to PHA *Improved communications	*Improved records *MCHA presence on site	

## GOAL ONE: MCHA IS AN OUTSTANDING LANDLORD-A TRADITIONAL PHA

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### ***Objective Eight: The Housing Authority Employs a Highly Professional Staff***

TASKS	LEAD STAFF	COMPLET ED BY	OUTCOME	EVALUATION MEASURES	COMMENTS
1. Implement use of computer in all State Civil Service transactions	Human Services Clerk	12/31/01	*Efficiency in transactions *Clearer records tracking	*Better records *Fast track hiring *Ease of transactions	Requires training
2. Maintenance Training for Emergencies	Maintenance Supt.	1/01/02	*Maintenance Training *Greater employee understanding *Resident safety	*Resident security *Better operations	
3. Hire one Site Manager for 2 sites	Executive Director	7/01/01	*Increased resident satisfaction *Greater resident safety	*Reduce lease violations *MCHA presence on site *Timely evictions *Enforcement of payment provisions	*State approval-3/31/01 *Initiate Hiring 4/1/01 *Employee hired 7/1/01
4. Train Site Manager	Tenant Selection Supervisor	10/01/01	*Improved site control *Greater resident security	*Improved site control *Improved rent collections *Better resident communications	
5. Develop/implement Site Manager Procedures Manual	Tenant Selection Supervisor	7/01/01	*Greater employee understanding *Ease of training	*Better operations *Improved resident communications	
6.Reorganization of Executive Office Staff	Executive Director	7/01/01	*Improved work organization *Ability to meet deadlines	*Employee satisfaction *Clearer work load understanding	
7. Write/develop Safety Plan for employees and workplaces	Administrative Assistant	6/30/02	*Established Plan *Safer workplaces *Employee safety knowledge *Completed MSDS Manual	*Incident tracking *Employee training/awareness *Reduced accident claims *Employee satisfaction	

**Objective Eight: The Housing Authority Employs a Highly Professional Staff**

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TASKS	LEAD STAFF	COMPLETED BY	OUTCOME	EVALUATION MEASURES	COMMENTS
8. Develop/implement in-house professional maintenance development program	Maintenance Superintendent	6/30/02	*Established Plan *Employee advancement opportunities *Improved quality of workmanship	*Employee satisfaction *Employee advancement *Pride in workmanship	
9. Develop/implement Quality Control Management	Executive Director	6/30/02	*Established Plan	*Provides review of all departments *PHAS regular review opportunity	

## GOAL TWO: TO ENHANCE THE AVAILABILITY OF AFFORDABLE HOUSING

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### ***Objective One: To increase the number of units available***

TASKS	LEAD STAFF	COMPLET ED BY	OUTCOME	EVALUATION MEASURES	COMMENTS
1. Continue to encourage passage of Act 137 at County Level.	Executive Director	12/31/01	*Advancement of housing issues in Mercer County *Involves MCHA & CHI in County housing issues	*Improved MCHA image *Increased interaction with municipalities *Calls attention to housing issues	
2. Rehab completion of 3 homes in Sharon City	Housing & Community Planner	6/30/02	*Increase affordable housing available units	*	
3. Pursue specific housing development programs in County area	Housing & Community Planner	6/30/02	*Additional affordable housing *Land redevelopment	*Successful lease-up *Additional housing units	
4. Secure/develop PHA HOPE VI Development Team	Executive Director	7/1/01	*HOPE VI development assistance		
5. HOPE VI Pre-development Agreement signed	Executive Director	6/01/01	*Contract compliance	*Satisfies MCHA preliminary position regarding HOPE VI developer	
6. HOPE VI Development Agreement signed	Executive Director	1/01/02	*Contract compliance	*Clarifies MCHA and Developer position for HOPE VI contract	
7. Begin HOPE VI Construction of Units	Executive Director	6/30/02	*Contract compliance		

## GOAL TWO: TO ENHANCE THE AVAILABILITY OF AFFORDABLE HOUSING

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### ***Objective Two: Develop and Implement an Education Program for Homebuyers***

TASKS	LEAD STAFF	COMPLET ED BY	OUTCOME	EVALUATION MEASURES	COMMENTS
1. Commission study for program use and renovations at Federal Street Community Center / Pa. Business Incubator (PBI) & Community Homebuyers (CHI)	Executive Director	6/30/02	*Program improvement *Improved building *Increased programming	*Resident satisfaction *Assists with Section 3 goals *Improved resident activities *Increased homeownership activities	
2. Structure CHI/PBI programs to become more self-sufficient	Housing & Community Planner	6/30/02	*Improved program *Increased activities in funding applications; property sales; and donations & income	*Resident involvement *Resident satisfaction *Assists with Section 3 goals *Increased resident activities *Increased homeownership activities *Budget developed	
3. Develop and stage a Community Homebuyers Fair	Housing & Community Planner	6/30/02	*Community awareness *Homeownership opportunities	*Visibility of CHI *Word of mouth referrals	
4. Create Annual Action Plan for Homeownership Program	Housing & Community Planner	12/31/01	*Listing of Goals & Activities for calendar year	*Visibility of CHI *Word of mouth referrals *Track growth	
5. Track growth of Pa. Business Impact Center (PBI)	Housing & Community Planner	6/30/02	*Program improvement *Greater community awareness *Market office space to small businesses	*Income/participation/employment opportunities *Assists in Section 3 Goals *Increased resident participation	

### GOAL THREE: TO ASSIST RESIDENTS TO MOVE TO SELF-SUFFICIENCY

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***Objective One: Continue and expand connections between Residents and Services/Program provided by City, County or Private Agencies***

TASKS	LEAD STAFF	COMPLET ED BY	OUTCOME	EVALUATION MEASURES	COMMENTS
1. Recruit additional service providers for group	Resident Services Coordinator	6/30/02	*Expand resident programs *Increased staff knowledge	*Contact 10 new providers monthly *Resident involvement in self-sufficiency programs *Numbers of programs targeted to community needs	
2. Conduct Resident Self-Sufficiency Needs Assessment & PHDEP Survey	Resident Services Coordinator	9/1/01	*Guides program development	*Numbers of residents involved in self-sufficiency programs *Numbers of programs targeted to community needs	

## GOAL THREE: TO ASSIST RESIDENTS TO MOVE TO SELF-SUFFICIENCY

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### ***Objective Two: Develop Innovative Ways to Increase Resident Participation in Self-Sufficiency activities***

TASKS	LEAD STAFF	COMPLET ED BY	OUTCOME	EVALUATION MEASURES	COMMENTS
1. Create 10 new jobs and 2 new businesses through Pa. Business Impact Center	Resident Services Coordinator	12/2004	*Increased economic opportunities for MCHA residents	*3 walk-in resident visits for information monthly *50 residents annually attend job/business training sessions *10 new resident job opportunities *2 new resident business opportunities	
2. Activate Community Services Policy in Public Housing	Tenant Selection Supervisor	7/1/01	*QWRAHA compliance *MCHA Policy compliance	*Community volunteer work by residents *Increased community involvement *Improved agency partnerships	
3. HUD Consultants meet with Hope VI residents	Housing & Community Planner	12/2004	*Self-sufficiency in HOPE VI		
4. Completion of Resident Needs Assessment	CSS Coordinator	6/1/01	*Development of resident needs in HOPE VI activities	*Satisfies requirement *Improved resident communications	
5. Implement HOPE VI Self-sufficiency programs	CSS Coordinator	6/30/02	*Satisfies requirement		



## Mercer County Housing Authority

### SITE BASED WAITING LISTS

Changes made in this Revision to the 7/1/01 Agency Plan reflect developments resulting from Mercer County Housing Authority's award of a Hope VI Revitalization Grant No. PA28URD020I100 of \$9,012,288 for Steel City Terrace Extension in Farrell, Pennsylvania by the U. S. Department of Housing & Urban Development that was signed on April 17, 2001.

Site-Based Waiting Lists: The Authority proposes to implement a Site-Based Waiting List for this community under Section (6) of the 1937 Housing Act. Applications for this community will be accepted on site by Pennrose Development and at the central office of Mercer County Housing Authority. All transactions are governed by the requirements of the MCHA Admissions and Continued Occupancy Plan that has been amended to include MCHA certifications listed below.

- (1) Mercer County Housing Authority certifies it will make selections from site-based waiting lists in a manner consistent with all Civil Rights and Fair Housing Laws;
- (2) Mercer County Housing Authority certifies it submits required data to MTCS (Multifamily Tenant Characteristics System regularly in an accurate, complete and timely manner;
- (3) Mercer County Housing Authority certifies it will provide full disclosure to each applicant of all available options in their choice of development in which to reside, including basic information about available sites (location, occupancy, number of any size of accessible units, amenities such as day care, security, transportation and training programs), and an estimate of the time period the applicant would likely have to wait to be admitted to units of different sizes and types, including those regular and accessible units, at each site;
- (4) Mercer County Housing Authority certifies the adoption of site-based waiting lists will not violate any court order or settlement agreement, or be inconsistent with a pending complaint brought by the U. S. Dept. of Housing & Urban Development;
- (5) Mercer County Housing Authority certifies it will take reasonable measures to assure that the adoption of site-based waiting lists is consistent with affirmatively furthering fair housing by reasonable marketing activities to attract applicants regardless of race or ethnicity;

(6) Mercer County Housing Authority certifies it will provide a review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications by:

(a) As a part of its Annual Plan submission, Mercer County Housing Authority will assess changes in racial, ethnic or disability-related tenant composition at each MCHA site that may have occurred during the implementation of the site-based waiting list, based on MTCS occupancy data confirmed to be complete and accurate by an independent auditor during the annual Authority audit, or such other audit that is satisfactory to the U. S. Dept. of Housing & Urban Development;

(b) At least every three (3) years, Mercer County Housing Authority will use an independent auditor during its annual audit, or other means satisfactory to HUD, to assure that the site-based waiting list is not being implemented in a discriminatory manner, and that no patterns or practices of discrimination exist, which results shall be provided to the U. S. Dept. of Housing & Urban Development; and

(c) Mercer County Housing Authority shall take necessary steps to remedy any problems that have surfaced during these reviews, as well as taking necessary steps to affirmatively further fair housing policies.

The Housing Authority has revised its occupancy policies to include these changes.

Mercer County Housing Authority

**Component 10 (B) Voluntary Conversion Initial Assessments**

- a) How many of the PHA's developments are subject to the Required Initial Assessments? Eight
- b) How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy developments or covered under a HOPE VI Grant)? Four
- c) How many Assessments were conducted for the PHA's covered developments?

A preliminary assessment was conducted on all eight covered developments.

- d) Identify developments that may be appropriate for conversion based on the Required Initial Assessments:

Development Name	Number of Units
N/A	N/A

- a) If the PHA has not completed the Required Initial Assessments, describe the status of these assessments.

Although not required for this initial conversion assessment, a financial analysis in compliance with 24 CFR Part 972 was not completed for each of our covered developments, because HUD has not yet issued a 24 CFR Part 972 Final Rule. The MCHA will consider performing such an analysis when a HUD final rule has been published.